

COVID-19 Collection Submission Number: (for office use only) _____



Diocese of Toronto
Anglican Church of Canada

Deed of Gift Form – COVID-19 Collection Submissions

This form *must* be completed at the time of transfer of materials from the Donor to the Anglican Diocese of Toronto Archives.

Donor Information:

Name:	Phone: Cell:
Address:	Email:
Province:	Postal Code:

Title and Brief Description of Material being donated:

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Creator of material *(Please note who created the material being submitted. If you are not the creator please indicate how you came to possess the material):*

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This donation includes:

- Written material Artefacts/Ephemera
- Works of Art
- Electronic Records
- Photographs

The Donor warrants that they are the sole and rightful owner of these items and that they have no knowledge of any claims adverse to such ownership. The donor confirms that they are authorized to dispose of the materials described herein, and hereby donate said materials to the Anglican Diocese of Toronto Archives to become its permanent property.

Copyright is transferred to the Anglican Diocese of Toronto and moral rights to the material are extinguished unless otherwise indicated. The materials will be administered in accordance with the Archives policies.

Suitability for inclusion in the Archives will be at the discretion of the Archivist. Once accepted into the Archives, items will not be returned to the Donor unless specified below. I agree that this material may be made available for research, displays or reproduction on an unrestricted basis subject only to those restrictions which may be specified below:

Restrictions: _____

Items not retained by the Archives should be (tick one)

Destroyed Returned

Donor's signature: _____

Date: _____

Accepted by: _____

Date: _____

One copy will be retained by the Anglican Diocese of Toronto Archives, and another copy will be given to the donor.