

# DEED OF GIFT



**NAVAL POSTGRADUATE SCHOOL  
DUDLEY KNOX LIBRARY MONTEREY, CA 93943  
(831) 656-2343**

I/We \_\_\_\_\_ (name), of/as legal agent for  
\_\_\_\_\_ (name), residing at  
\_\_\_\_\_ (address)

own the property described below and have full legal authority to dispose of it. I/We desire to give unconditionally the described property to the Naval Postgraduate School, acting on behalf of the Secretary of the Navy. I/We understand that the Dudley Knox Library, a unit or subordinate activity of the Naval Postgraduate School, will receive the unconditional gift upon acceptance on behalf of the Secretary of the Navy under the authority of 10 USC 2601.

To carry out my/our purpose, I/we do hereby give, transfer, convey and assign said property, free and clear of all encumbrances, to the Naval Postgraduate School, hereby relinquishing for myself/ourselves, my/our executors, administrators, heirs, or assignees all ownership rights, title, interest, and possession therein to the Naval Postgraduate School absolutely.

Copyright interests (check if applicable):

I/We retain copyright but grant to the Naval Postgraduate School a nonexclusive, royalty-free license to copy, display, digitize, and otherwise provide full access to the donated materials in support of the Naval Postgraduate School's mission.

I understand that it is my responsibility to have an appraisal made of the donated materials for tax purposes. Neither the Naval Postgraduate School nor its staff will perform appraisals.

To the best of my knowledge, this item/collection contains no previously classified material that has not been properly declassified, nor reached its automatic declassification date, and that it contains no Restricted Data or Formerly Restricted Data.

This gift does not grant any special concessions or privileges to the donor(s) or the donor/donors' executors, administrators, heirs or assignees. This gift is made for the benefit of or use in connection with the mission of the Naval Postgraduate School.

Description of the Property:

Access: This property shall be open to the research public commencing (Date) \_\_\_\_\_.

I would like the Library to apply a Gift Plate (where appropriate): Yes/No. If Yes, gift plate to read:

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I understand that records-keeping procedures require that my name and address be kept on file, and I hereby acknowledge that I do not consider this to be an invasion of my privacy, and in full accord with the provisions of this Deed of Gift Agreement, I hereunto set my hand:

Donor Signature \_\_\_\_\_ Date \_\_\_\_\_

Donor Signature \_\_\_\_\_ Date \_\_\_\_\_

Donor Signature \_\_\_\_\_ Date \_\_\_\_\_

I hereby certify that the above described property fully conforms to the collection development policies established by the Naval Postgraduate School, Dudley Knox Library and that we have received this offer of gift.

\_\_\_\_\_  
University Librarian, Naval Postgraduate School

\_\_\_\_\_  
Date offer of gift received at Library

I hereby certify that the Naval Postgraduate School has accepted the above described gift for the Dudley Knox Library.

\_\_\_\_\_  
Accepting Official, Naval Postgraduate School

\_\_\_\_\_  
Date gift accepted by Navy

**Data required by the Privacy Act of 1974 Authority: 5 USC 552a as amended.**

**PURPOSE OF DEED OF GIFT AGREEMENT:** To provide a record of donations and contributions of current and/or historical materials/property (to include but not limited to: books, diaries, documents, ephemera, film/video, maps, photographs, publications, realia, research data, or scrapbooks) to the Naval Postgraduate School; to enable the Naval Postgraduate School to provide upon request by the donor or donor's/donors' heirs/legal agents information concerning the status/location of the donation; to enable the United States Navy to establish title to the property.

**ROUTINE USE AS APPLIED TO ARTIFACTS, DOCUMENTS AND IMAGES:** Materials added to the Library collection will be made available to the general public and government agencies for research use. Digital versions of materials may be presented online or may be specified for onsite-only physical access at the sole discretion of the Naval Postgraduate School.

**DISCLOSURE:** Disclosure of the requested information is voluntary. Failure to provide complete information may prohibit acceptance of the offer of gift.