

APPENDIX II

**DEED OF GIFT
(Individual Gift)**

I, the undersigned Donor, hereby donate and convey to the Des Moines Public Library, subject to the Terms and Conditions attached hereto, all right, title, and interest that I possess in the physical personal property described in Section 2 of this Deed, below.

1. Donor Information

Name: _____

TelephoneNumber _____

Name of Spouse (if any): _____

Street address: _____

City/State/Zip: _____

E-mail address: _____

2. Description of the Property:

3. Date Des Moines Public Library or its Agent Took Possession of the Property:

4. Donor Acquisition Information:

The Property was acquired by Donor on (date) _____ by
(check one below):

___ Gift ___ Inheritance ___ Purchase ___ Debt satisfaction ___ Other:

5. Intellectual Property

A. Intellectual Property Interests:

This section deals with the copyright, trademark, literary rights, artistic rights, or patents (collectively, "Intellectual Property Rights") that may be associated with the physical materials being _____ donated. Please check one of the following:

- I own and control all right, title, and interest, including the Intellectual Property Rights in some or all of the donated Property. (Please indicate below or on a separate page the materials for which you own and control the Intellectual Property Rights and the nature of your rights, e.g., copyright, trademark, sole/joint owner, heir, literary executor, etc. Please list any other licensees).

- I do not control Intellectual Property Rights in any of the donated Property.
- To the best of my knowledge, the Intellectual Property Rights are controlled by:

Name:

Address:

Phone Number: _____

E-mail address : _____

B. Intellectual Property Conveyance:

If you have indicated that you own all right, title, and interest, including the Intellectual Property Rights, in some or all of the donated Property, please check one of the following boxes (one box only):

- I have checked this box, indicating that I wish to transfer, convey and assign to Des Moines Public Library all right, title and interest, including Intellectual Property Rights that I own and control in the above-described Property.

- I have checked this box, indicating that I do not wish to transfer Intellectual Property Rights, but I give permission for the Des Moines Public Library to make copies for users of the material for educational, scholarship and research purposes, in any medium.

Donor's Signature

Date

Des Moines Public Library Representative

Date