

## DONATION AGREEMENT

AQuA use only:  
Acquisition no: \_\_\_\_\_ - \_\_\_\_\_

### THE DONOR

Name

Address

State

Postcode

Telephone

Email

### DONOR'S EXECUTOR OR NEXT OF KIN

(for use if the Donor reserves rights, such as copyright,  
that continue after death)

Name

Address

State

Postcode

Telephone

Email

The Donation: item(s) being donated (if insufficient space, please attach a separate page)

Date acquired by Donor

How acquired by Donor (e.g. purchased, created, inherited etc.); if purchased, specify price.

**1. Access and use by Donor.** Please set out whether or not the Donor will have access to the Donation after it is given to AQuA and if so for what purpose and on what conditions. If the Donor wishes to reserve certain rights to reproduce, publish or otherwise use the Donation, please set these out here.

**2. Use by AQuA.** Is the Donation able to be used by AQuA completely at AQuA's discretion for whatever purpose it sees fit, or are there conditions to be imposed on the use AQuA makes of the Donation?

No Conditions

The following conditions apply

# Donation Agreement



**3. De-accessioning donated items.** In the future AQuA may decide, in its discretion, that it is unable to house or no longer requires some or all of the items donated. If this occurs, is AQuA able to deal with these items in any way it sees fit, or are there conditions imposed on the way AQuA deals with the items?

- No Conditions       The following conditions apply

**4. Ownership.** The Donor declares that:

- a) the Donor currently has full ownership, custody and control of the Donation and that nobody else claims any interest in the Donation;
- b) the Donor is entitled to give the Donation to AQuA;
- c) the Donation is hereby given to AQuA completely and all copyright in the Donation held by the Donor is hereby assigned to AQuA (if any additional conditions are set out in this certificate, then ownership is given on those conditions); and
- d) to the best of the Donor’s belief, the Donation has not been imported or exported into or from any country contrary to its laws.

**5. Acknowledgement of gift.** AQuA publicly acknowledges many donations, where appropriate, in its annual list of accessions or in other publications. Please indicate below whether AQuA may publicly acknowledge the Donation.

- Public acknowledgement       **may** be made       **may not** be made

## 6. Signatures

The Donor declares that all the information in this certificate is true.

**Signed by the Donor\***            **Date**     

in the presence of:

**Name of witness**     

**Signature of witness**     

**\*Note:** if the Donor is a company, someone authorised to sign on behalf of the Donor must sign this certificate  
This Donation is accepted on behalf of AQuA by

**Name**            **Title**     

**Signature**            **Date**     

*Depositors wishing to contribute financially towards the maintenance and storage of the collection are reminded that donations of \$2 or more to AQuA are tax deductible (please advise if this may be publicly acknowledged). AQuA is also happy to provide information and advice to anyone wishing to make a bequest to AQuA through their will.*

**Please return the completed form to AQuA at PO Box 124, Parkville, Vic 3052**

The information in this form is required for collection administration purposes. Information supplied will be held secure and will not be disclosed for any purposes other than those stated above.