



**DEED OF GIFT FOR MEMORIAL EXHIBITION MATERIALS
to the
National September 11 Memorial & Museum at the World Trade Center**

Please fill out and include this form in any packages you send to the 9/11 Memorial & Museum.
Please address packages to:

Chief Curator RE: Memorial Exhibition
National September 11 Memorial & Museum
One Liberty Plaza
20th Floor
New York, NY 10006

ITEMS	DESCRIPTION <i>Example: A family photograph showing Jim Smith (victim), Joe Smith (brother), Mary Smith (mother) and Michael Smith (father)</i>	FORMAT <i>Example: Print, 4" x 6" or Digital, JPEG</i>	SCAN & RETURN PRINTS? <i>Yes or No</i>	MATERIALS (of mementos) <i>Example: Ceramic, Textile</i>
PREFERRED PORTRAIT PHOTOGRAPH				
PREFERRED PORTRAIT				
OPTIONAL ADDITIONAL PHOTOGRAPHS				
OPTIONAL Additional Photograph #1				
OPTIONAL Additional Photograph #2				
OPTIONAL Additional Photograph #3				
OPTIONAL Additional Photograph #4				
OPTIONAL Additional Photograph #5				
OPTIONAL WRITTEN PIECES				
OPTIONAL Written Piece #1				
OPTIONAL Written Piece #2				
OPTIONAL PERSONAL MEMEMTOS				
OPTIONAL Personal Memento #1				

OPTIONAL Personal Memento #2				
Total Items Sent				

NOTE: If you choose to send more items than requested here, please enclose an additional page following the same format of this document. However, please be aware that due to space constraints and processing time, the 9/11 Memorial Museum may not be able to accept these additional items for inclusion in the Memorial Exhibition.

A. Donation of Personal Property

The Donor warrants that he or she owns the property described above and in the supplementary Appendix (if attached) with good and complete title, right, and interests in, to, and associated with it/them, and that he or she has unrestricted authority to donate and convey the item(s) to the Museum.

The Donor hereby irrevocably and unconditionally donates, transfers, and delivers to the Museum, as a gift, all right, title, and interests in, to, and associated with the item(s) of personal property described above and in the attached Appendix (if attached). All donations are given without exhibition or access restrictions to the 9/11 Memorial & Museum, to be used at the institution's discretion in furtherance of the Museum's mission of remembrance, education, interpretation and preservation.

B. Permissions

We greatly appreciate your willingness to submit material relevant to your loved one (the "Material") to the 9/11 Memorial Museum. In order to make maximum use of the Material, we ask that you select one of the two options below and accept the terms of this agreement by marking "I/WE AGREE" on the line on the following page along with your signature and the date. By marking "I/WE AGREE," you acknowledge that you have read, understand, and agree to be bound by the terms set forth below:

OPTION ONE

Please permit the 9/11 Memorial Museum to reproduce, edit and/or use the Material at any time, and in any manner and place it deems prudent, including, without limitation, for educational, archival, documentary and historical purposes, including exhibition within any of the Museum's Exhibitions located within the Museum and any temporary or permanent annex to it, **including travelling exhibitions, artistic, commercial, merchandising, fundraising, informational, advertising, publicity and promotional purposes.**

OPTION TWO

Please permit the 9/11 Memorial Museum to reproduce, edit and or use the Material for educational, archival, documentary and historical purposes, including, but not limited to, (i) exhibition within any of the Museum's Exhibitions located within the Museum and any temporary or permanent annex to it, including travelling exhibitions and (ii) **educational use in connection with the Museum's website, public programming, classroom materials and documentary and reference publications.**

The 9/11 Memorial & Museum may authorize third parties to reproduce the Property on behalf of the 9/11 Memorial & Museum and may permit borrowers of the Property to reproduce the Property, provided that such reproduction is solely for the purposes stipulated above by the Donor. In no event may the 9/11 Memorial & Museum reproduce or authorize others to reproduce the Property, except as specifically set forth above, without prior written consent of the Donor or that of the Donor's authorized representative. For digital material, The Donor/Licenser understands that, in order to preserve and ensure long-term access to the Work(s), the 9/11 Memorial & Museum may have to make changes to the file format of the Work(s), and hereby authorizes the 9/11 Memorial & Museum to make such changes.

The 9/11 Memorial & Museum shall respect the quality and integrity of the Property in any reproductions it undertakes, and shall include standard safeguards in reproducing images on the Internet (including, for example, use of low-resolution images, inclusion of copyright information and copyright notices, when practicable, and posting on the applicable website conditions of use that limit use to educational, personal and non-commercial uses, where applicable).

I hereby release, discharge and agree to hold harmless the National September 11 Memorial & Museum at the World Trade Center Foundation, Inc., (9/11 Memorial Museum) its officers, directors, agents, employees and assigns from and against any and all claims, demands and causes of action which I, my successors or assigns, or anyone acting on my behalf might have arising from any actual or alleged violation of a right of publicity, invasion of privacy, copyright, trademark, defamation, libel, false advertising, intentional or negligent infliction of mental distress, or any other cause of action arising out of the publication, distribution, copying, modification or exhibition, or any other use of the Material as contemplated herein. I hereby acknowledge and accept that the 9/11 Memorial & Museum, its directors, employees, representatives and agents shall not be liable to me for any infringement or misappropriation by a third party of any intellectual property or similar rights that I may have in the Material. Further, I hereby release the 9/11 Memorial & Museum from any claim for payment or any other compensation relating to the use of the Material.

I/WE AGREE _____
Signature Date

In conjunction with the 9/11 Memorial's partnership with the Voices of September 11th, please allow **Voices of September 11th** to display, copy, distribute, and use the Material in its [9/11 Living Memorial Project](#) provided such use is consistent with the option I/We selected above. The **9/11 Living Memorial Project** is a digital archive that honors the memory of the victims of 9/11 through memorials featured on their website, www.911LivingMemorial.org. This online collection memorializes loved ones through photos, biographies, eulogies, and other written materials provided by families.

C. Credit Line

Please indicate the language to be used in acknowledging this gift whenever it, or items from it, are displayed, published or reproduced. A standard credit line might read: Gift of the Miller Family in memory of our son, James Miller, or: Gift of Mary and John Jones. If you prefer, this gift can be made anonymously, and your name will be withheld.

Please check one:

Gift of _____

[or]

Anonymous Gift

Please write preferred credit line in the space above if "Gift of ____" is selected

Examples: Gift of the Smith Family, Gift of Michael and Mary Smith, or Anonymous Gift

Signature of Donor or Donor's Authorized Agent

Date

CONTACT INFORMATION - Please type or print:

Name of Donor
Relationship to Victim and Full Name of Victim
Donor Street Address
City, State/Province Postal Code Country
Contact Information E-Mail Address and Phone

The 9/11 Memorial & Museum agrees that the Donor will be acknowledged with appropriate language of acknowledgment and attribution in all Memorial & Museum uses of the property authorized herein.

The responsibility for supplying the 9/11 Memorial & Museum with any address correction remains with the donor. Any inquiries regarding this Deed of Gift should be addressed to the General Counsel, National September 11 Memorial & Museum at the World Trade Center Foundation, Inc., One Liberty Plaza, 20th Floor, New York, New York 10006, telephone (212) 312-8800.

The National September 11 Memorial & Museum at the World Trade Center Foundation, Inc. does hereby acknowledge receipt of the above Deed of Gift.

Alice M. Greenwald
Museum Director, Executive Vice President for Programs
*National September 11 Memorial & Museum at the
World Trade Center Foundation, Inc.*

Date: _____

FOR MUSEUM USE

Receipt No.: _____

Receipt Date: _____ / _____ / _____

Received and Reviewed by Staff Member (Name and Title)

Notes Upon Review

The National September 11 Memorial & Museum hereby acknowledges receipt of the above deed of gift

For the National September 11 Memorial & Museum

Date

Name and Title
