



TEMPORARY CUSTODY RECEIPT

Please fill out and include this form in any packages you send to the 9/11 Memorial Museum. Please address packages to the **Chief Curator** and send them to the address listed on the bottom of this page. When we receive your package, we will sign this form and return a copy to you.

OFFICE USE ONLY	
<input type="text"/>	Receipt No.: _____
National September 11 Memorial & Museum Staff Name, Title, Signature	Date: ____/____/____

RECEIVED FROM:		
Name of Depositor		Relationship to Owner, if not the Owner
Street Address		
City, State/Province	Postal Code	Country
Contact Information	E-Mail Address	

OWNED BY (IF NOT THE DEPOSITOR):		
Name of Owner		
Street Address of Owner		
City, State/Province	Postal Code	Country
Contact Information	E-Mail Address	

INVENTORY LIST		
QUANTITY	DESCRIPTION	OWNER'S VALUATION

<i>I have read and agree to the Terms and Conditions on the reverse side and certify that I have full authority to agree thereto.</i>	
<input type="text"/>	Date: ____/____/____
Depositor Signature	

See reverse for Terms and Conditions

1. Definitions of Key Terms.

Museum = The National September 11 Memorial & Museum at the World Trade Center

Property = The material or object(s) described on the face of this Custody Receipt

Depositor = The person from whom the Museum has received the Property

Owner = The owner of the Property, who is the Depositor unless otherwise identified on the face of this Custody Receipt

- 2. Ownership and Title.** The Museum reserves the right to request proof of the Depositor's legal authority to deposit the Property and, if the Depositor is not the Owner, the Depositor's relationship to the Owner. The Museum shall not be held liable for relying in good faith upon the Depositor's representations or proof. In the event the Property is being offered for sale or donation to the Museum, the Depositor warrants that he/she upon request is prepared to establish that full and clear title to the Property can be passed to the Museum.
- 3. Valuations of Worth and Declarations of Authenticity.** Attributions, declarations of authenticity, dates, valuations of worth, prices, or variations in prices indicated on the face of the Custody Receipt are stated as they were given by the Depositor and are not to be construed or interpreted as appraisals or endorsements made by the Museum. The fact that the Property is or has been in the Museum's custody is not an indication of Museum endorsement.
- 4. Reprographic Examination.** The Property may be photographed and examined by any and all modern reprographic means and scientific methods. The Museum may also make reproductions of such photographs and other reprographic images for internal Museum purposes unless, prior to or simultaneously with the execution of this Custody Receipt, the Depositor gives the Museum written notice prohibiting such reprography. The information gathered by the Museum during its reprographic examination will remain confidential and will not be disclosed publicly without the written consent of the Depositor or as otherwise required by law.
- 5. Duty of Care.** The Property has been accepted by the Museum on a temporary custody basis until such time as a formal gift agreement is established or the property is returned to the Depositor. The Museum assumes no responsibility except the avoidance of gross negligence. The Depositor hereby agrees to release and hold harmless the Museum, its employees, officers, and agents, from any liability in connection with the Property while on deposit or in transit except for clear gross negligence. The absence of condition notes on this Custody Receipt does not imply that the Museum received the Property in good condition.
- 6. Changes in Owner's or Depositor's Situation.** If there is a change in the identity or address of the Depositor or the Owner, the Museum must be notified promptly in writing. The Property must be claimed on or before the removal date noted on the face of this Custody Receipt. The Museum assumes no responsibility to search for the Depositor or the Owner if they are not located at the address of record. If one other than the Owner or Depositor claims the Property, the Museum reserves the right to request proof of legal authority to receive the Property before the Property will be released.
- 7. Shipping and Receipt for Return Delivery.** If the Property is to be returned by mail or other carrier, arrangements shall be made in writing between the Depositor and the Museum. If such arrangements are made and the Museum returns the Property pursuant to such arrangements, the Depositor will also be sent a receipt for return delivery. Failure to sign and return said receipt within thirty [30] days of shipment shall release the Museum from any further liability for the Property.
- 8. Unclaimed Property.** Unless arrangements for shipping are made in writing between the Museum and the Depositor pursuant to section 8 above, it is the responsibility of the Depositor to remove the Property from the Museum within six (6) months of receipt date indicated on the face of this document, unless other arrangements are made between the two parties. If the Property is not claimed by the Depositor within this time period, the Museum shall send to the Depositor a written notice requesting removal of the Property. If the Property has not been claimed after three (3) years from the removal date, the Property shall be deemed an unrestricted gift to the Museum.