



## Agreement for gift transfer

Between

Name: .....
Address: .....
.....
Tel. ....
E-mail .....

Lift Every Voice  
P.O. Box 6001 Etterstad  
0601 Oslo NORWAY  
Tel. +47 948 74 487

**1. Purpose of the agreement: Transfer of gift/material to Lift Every Voice. The Archive and Documentation Project about Civil Rights in Norway (LEV)**

**2. Information about the material**

a) Description of the material

b) Provenance (history of the material, previous owners)

**3. Title to the material and any powers of attorney**

The donor hereby guarantees that he/she:

- Is the true owner and has a legal right to transfer the material.
- Has a valid authorisation from other owners or heirs to transfer the material. A copy of the power of attorney is attached.

**4. Securing and preservation**

Lift Every Voice (hereafter LEV) will secure and preserve the material pursuant to LEV's preservation strategy. The material will be catalogued within the framework of LEV's resources and work plans.

**5. Discarding/return of material**

LEV has the right to return or discard selected items in the collection based on a professional assessment

- The material shall be returned to the donor
- The material may be discarded by LEV

Regarding envelopes that LEV does not wish to retain:

- Envelopes are to be returned to the donor
- Envelopes are to be discarded by LEV

**6. Copyright and use of the material**

a. The material will be permitted to be used on the website and in educational programs/materials in accordance with the Manuscripts Collection’s general rules concerning security:

- The material may be freely used on the website LEV-NO.NO.
- The material may used in projects, programs, and materials by LEV to support its mission.
- Any other clause concerning use of the material:  
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b. For material that is copyrighted pursuant to the Norwegian Copyright Act, permission is required from the rightsholder for copying, quoting at any length, showing at an exhibition, publishing in printed form and on the internet etc.

The contact person regarding copyright issues:

Name.....  
Address.....  
Tel. ....  
E-mail.....

- Any existing confirmation from the rightsholder or his/her heirs is attached.
- The material may be freely copied, quoted and published without the permission of the rightsholder.

- The material may be freely copied and quoted, but may not be published without the permission of the rightsholder.
- The material may not be copied, quoted or published without the permission of the contact person regarding copyright issues.
- LEV may freely digitise the material and make it available on its website.
- LEV has permission to digitise the material. Permission must be obtained from the contact person regarding copyright issues before the material is made available on the library's website.
- LEV does not have permission to digitise the material.

**7. Packing and dispatching**

The donor is responsible for transport/delivery to LEV, in consultation with the library. Unless otherwise agreed, the donor is responsible for freight and packaging costs. LEV assumes responsibility for the material once it is the possession of LEV.

**8. Date of the transfer**

**9. Disputes**

Attempts shall first be made to resolve by means of negotiations between the parties any disputes arising from the implementation or interpretation of this agreement. If agreement is not reached, the dispute shall be resolved pursuant to general rules concerning the resolution of disputes in court.

**10. Additions, amendments, attachments:**

All additions, amendments and attachments to this agreement shall be in writing.

Two copies of this agreement have been drawn up, one for each party.

Place, (date).....

For the donor

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For Lift Every Voice

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