



6418 N. Greenview Ave.  
Chicago, IL 60626  
773.761.9200  
<http://www.leatherarchives.org>

# DONATION AGREEMENT

Donor Name :	Organization :
Donor Address:	Donor phone and email address

Describe material(s) being donated. Use back or additional sheets if necessary

Access or use restrictions. Please discuss these with the LA&M in advance of submitting a donation. Mutual agreement in advance makes the donation process much more smooth. Use additional sheets if necessary.

Donation terms: If accepted, the above listed item(s) will become the property of the Leather Archives and Museum, Inc., and that, in accordance with accepted standards of museum practice, the LA&M will do with the listed item(s) as it deems fit subject to accepted restrictions. By signing below, you hereby donate all property and literary rights and surrender legal title to the items listed above. Upon processing, this form will be countersigned by the LA&M and a copy returned to the donor. Items will be assessed by LA&M staff, and upon review will be accessioned into the collection. If items are received by the LA&M but not accepted into the collections after assessment, the LA&M may transfer, sell or dispose of items as deemed fit.

\_\_\_\_\_  
Donor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
LA&M Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed LA&M name

For LA&M use:

Donor ID # :  
Acquisition ID # :

Received by :  
Received on :