 [Insert Department]

DEED OF GIFT

[Insert Title of Study]

*This form may be used for individuals giving/donating materials and/or information to Oklahoma State University as part of a research project. This is normally used in cases of identifiable oral histories or documents that will be maintained in archives.*

*Text that does not apply to your research should be deleted or modified as appropriate. The text is intended to be instructional rather than declarative. Be sure to delete all instructive text, which is in red, italicized font throughout the document, before submitting to the IRB for review. Sections highlighted in dark grey are fillable text fields you are expected to complete.*

**Researcher(s):** [Name of PI and Adviser]

**IRB Number:** [Insert IRB Number]

I, [Name of Individual], own the materials described below and voluntarily donate them to Oklahoma State University to become its permanent property and to be administered in accordance with established policies. The purpose and intent of this gift is to transfer and assign all rights, title and interest I possess to these materials to Oklahoma State University, except as specified below. Oklahoma State University may use its discretion to dispose of material inappropriate for its collections, unless instructions to return unwanted materials to the donor are stated below.

**Description of Materials:** [Material Description]

**Restrictions on the Use of and/or Access to these Materials:** [Restrictions on Materials]

This agreement may be revised or amended by mutual consent of the parties undersigned.

Accepted by:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Interviewer—Oklahoma State University

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Interviewee signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Interviewee Address and Telephone Number