

#### JEWISH GENERAL HOSPITAL HISTORICAL ARCHIVES

Pavilion A200, 3755 Côte Ste.-Catherine, Montreal, QC, H3T 1E2 Tel: (514) 340-8222 x 23277 Fax: (514) 340-8092

## **DEED OF GIFT**

# The gift described below is given to the JGH Archives with the understanding that:

- The Archives will store, preserve, protect, and provide access to the gift in accordance with its practices.
- The Archives will organize, catalog, and/or create a guide to the gift in accordance with its practices.
- The Archives will provide reasonable security and will take such precautions as may be necessary to protect the materials.
- The Archives may appropriately dispose of materials that, after receipt, are deemed unsuitable to the collections.

### **Description of the Gift:**

itle:
Creator or Originator of the Collection:
Photographers' Names (when different from overall creator):
Dates of Coverage:

**Representation and Warranty** The undersigned Department Representative represents and warrants that the foregoing materials solely belong to the Department and he/she has authority to transfer the materials to the JGH Archives. The undersigned Department Representative understands and agrees that these materials become the property of the Archives to manage as the Archives sees fit, and that no agreement, assignment, sale, or encumbrance has been or will be made or entered into which would conflict with this deed. For materials in digital formats, they are the unique and master set and are not available or accessible from another repository.

### Please choose the following restrictions, if any, for the deposited collection, and provide the expiry date(s):

- RU1: Restricted to the Jewish General Hospital staff and residents only;
- RU2: Restricted to approved researchers by the data depositor only:
- RU3: Needing specific authorization to access data from the data depositor;
- RU4: Closed access for a specific period of time until confidentiality is no longer pertinent.

However, individual items within a collection may be assigned a different access restriction, regardless of the restriction assigned to the whole collection.

## Please choose the following conditions, if any, for use:

- CU1: Not to disseminate any identifying or confidential information on individuals, households or organizations;
- CU2: Not to use the data to attempt to obtain information relating specifically to an identifiable individual;
- CU3: Users can use confidential data for research purposes, but cannot publish or use them in a way that would disclose individuals' or organizations' identities.

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Representative to the JGH Archives, except for the exclusions and special conditions stated below:
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Date for the full transfer when such exceptions expire:						
provide access to the Department's gift in who materials when necessary and making and pro-exclusions and special conditions stated below	rants to the JGH Archives the right to archive, display, and le or in part in all forms of media including reformatting digital viding copies for research and private studies, except for the					
Date(s) when such exceptions expire:						
I (the undersigned Department Representative) wis of the JGH Archives be:	sh that any items herein donated if fall outside the collecting scope					
(please initial)						
Returned:	Discarded:					
Signature of the Department Representative:						
Department Representative's Name in Print:						
Date of Agreement:						
Signature of the Representative of the JGH Archive JGH Archives Representative's Name in Print:						
For Archives Internal Use Only						
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