

Central Washington University
James E. Brooks Library
400 East University Way
Ellensburg, Washington 98926-7548

Deed of Gift

Name of Donor	Contact Person (if other than Donor)
Address	Telephone / E-mail

The donation listed below has been received by the **Central Washington University Brooks Library** as a gift, and the owner or his/her agent with full authority, desiring to absolutely transfer full title by signing below, hereby gives, assigns, and conveys finally and completely, and without any limitation or reservation, the property described below to the Brooks Library and its successors and assigns permanently and forever, together with (when applicable) any copyrights therein and the right to copyright the same. Should this gift not be completed, for any reason during the donor's lifetime, it is understood that this agreement shall be binding on all donor's executors or administrators, heirs, trustees, and assigns, and that any failure to include such a specific bequest in the donor's will or failure to include specific direction of the below mentioned and referenced gift in any trust shall not release the donor's executors, administrators, trustees or assigns from the obligation of completing the below mentioned gift to Central Washington University.

I understand that the location, retention, cataloging and preservation of the materials, or other considerations relating to their use or disposition are at the discretion of Central Washington University Brooks Library in accordance with institutional policy. Materials added to the collections shall be accessible to all persons qualified to use materials in the Central Washington University Brooks Library, subject to the terms and conditions, if any, stated below.

Terms and Conditions: _____

Description of Donation

The Donor is advised that if a tax deduction on a gift is to be taken, the Internal Revenue Service has regulations for filing tax-deductible contributions valued at \$250 or more. If the value of the donation is greater than \$5,000, an independent qualified appraisal is required at the donor's expense and a copy of the appraisal must be attached to the Deed of Gift form. The IRS may require you to file Form 8283 for in-kind gifts over \$500. Additionally, other IRS restrictions may also apply. Please consult your Tax Advisor for advice. Central Washington University is unable to provide appraisals for tax or insurance purposes.

Appraised Value: _____

Signature of Donor

Date