*June 2019*

[*This is a template. Adapt this document to correspond to your own guidelines, working practices, logo and policies.*]

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**Deed of Assignment of Copyright Agreement (Volunteers)**

In order for your **work** to be used fully for [*museum name*] purposes, we ask you to sign this Deed of assignment of copyright agreement.

**Work** is defined as anything you create or invent during your time as a volunteer at [*museum name*], including any work you created or invented at [*museum name*] before signing this Deed.

* I hereby fully and permanently transfer to the Trustees of [*museum name*] all copyright and rights in the nature of copyright in my Work.
* I understand I may still make use of such Work for my own non-commercial research or private study.
* In addition, I consent for my Work to be edited, adapted or altered by [*museum name*].
* I understand that [*museum name*] may not always be able to credit me in any reproductions or use of the Work.

This Deed shall be governed by and is subject to English and Welsh law and the parties agree to accept the exclusive jurisdiction of the Courts of England and Wales.

**🞏 By ticking this box, I confirm I have read and understood the terms of this Agreement**

Full Name of Volunteer (print)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Volunteer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address of Volunteer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signed in the presence of a witness**

Full Name of witness (print)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of witness \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*The personal data on this form will be used by* [*museum name*] *for the sole purpose of managing copyright. It will not be passed to a third party without your permission. All data will be held in strict compliance with the Data Protection Act 2018.*

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