



Congregational  
Library & Archives  
*History Matters*

## Gift Agreement

I/We Patricia Welch (Donor) acknowledge that I/we am/are the owner [of these materials] or representative of the donating organization. I/We also acknowledge that this is a legal, binding document subject to the following terms and conditions:

- I/We hereby permanently give the Congregational Library & Archives (CLA), all rights, title, and interest that I/we possess to the item or items detailed below under "GIFT." I know of no other claim, encumbrances, or other legal impediment to this gift.
- I transfer, convey and assign all rights that I/we possess to the CLA. Limits to this gift will be listed in "Additional Terms and Conditions."
- The CLA will follow industry standards regarding the care of the donated materials. . I/We acknowledge that industry standards may require the rearrangement, rehousing, or redescription of loaned materials. The CLA may use its discretion in the removal of materials not considered appropriate for retention in its collection.
- The materials donated will be available to all persons who use the CLA. Those granted access may make copies in accordance with CLA policies.
- The CLA is free to make as many copies of this material as is required for preservation purposes.
- In the event of any additions to this gift, all provisions of this document shall be applicable.
- I/We agree to provide a statement of proof of ownership if requested by the CLA.
- The CLA is unable to provide monetary appraisal or tax information regarding gifts.

**GIFT:** This section must be completed. Please describe the material being given: number of boxes or volumes, subject material, date range, as applicable (use back of form for more room if necessary):

1 folder (0.02 cu ft) of material, accrual to original collection (MS4931) - includes primarily correspondence, jubilee program, booklet about Angola mission, graduation certificate. Date range 1950s-1960s

**Additional Terms and Conditions:**

Donor Name Patricia Welch Title \_\_\_\_\_

Organization Name \_\_\_\_\_

Address 41 4<sup>th</sup> St Shelby Oh 44875

Phone 419 347 3337 Email welchgate@neo.fr.com

I/We acknowledge that I/we have read & understand the terms and conditions in this document

Patricia E. Welch Date 6/20/2015  
(signature)

Congregational Library & Archives Representative [Signature] Date 6/16/2015

Rec'd to Archive Office \_\_\_/\_\_\_/\_\_\_ by \_\_\_\_\_

DONOR COPY



Congregational  
Library & Archives  
*History Matters*

Patricia Welch  
41 4<sup>th</sup> Street  
Shelby Ohio 44875

June 16, 2015

Dear Patricia Welch,

Your packet arrived at the Congregational Library & Archives and to my office today. I note that you sent your family's papers and it was transferred legally on February 20, 2007. Since then we have updated our gift agreement, which takes into account the fact that sometimes we get additions at some point after the paperwork is signed. From here on out, the new gift agreement, which I've filled out as much as I could, would cover any other additions. I've included a copy for you to keep for your records. Please return the one that says "CLA" in the envelope I've provided.

We've also expanded our programs and functions over the last eight to nine years. I'm also including a membership form. We hope you will look over the benefits and consider joining our supporters! If you have any questions about membership benefits, we have a development team who would love to talk to you on that point. Joanna and Cary's contact information is listed on our staff directory on the website. If you do decide to join, please add a note to indicate you have donated archive material.

I do encourage you to contact me directly if you have questions about the collection, or if you have any further information to share about the collection, or if you expect to send along more information for the Welch Family papers.

Best Regards,

Jessica Steytler  
617- 523-0470  
jsteytler@14beacon.org

*Attachments encl.*