Cobb County
Public Library

# Preservation Place Digitization Agreement

I understand that my submission of materials to Cobb County Public Library (CCPL) for digitization and/or reproduction is voluntary and as a condition of digitization and/or reproduction, I agree to comply with all terms set forth in the Preservation Place Policy and this Agreement.

I represent and warrant that I am the copyright owner or have permission from the copyright holder to digitize and/or reproduce all materials submitted to CCPL. If requested, I will provide proof of copyright status. I will indemnify and hold CCPL, its agents, officers, or employees harmless from liability of any nature or kind with respect to any claims of violation of copyright law.

I acknowledge that my use of CCPL's digitization and/or reproduction service involves inherent risks including property loss or damage (such as the loss or destruction of videotapes, photos, journals, slides, artwork, data, and/or other materials). I accept all associated risks and hereby voluntarily release, discharge, indemnify and hold harmless CCPL and anyone acting on its behalf from any and all claims, demands, or causes of action which are in any way connected with the submission of my materials. This release does not apply to claims arising from CCPL's intentional misconduct.

I understand that materials containing copyrighted, obscene or illegal content will not be processed.

Date _____ Telephone: _____

Printed Name: _____

Signature: _____

Library Card #: _____

Email Address: _____

I have read and understand the Preservation Place Policy _____
(Initials)

I want the Library to dispose of my analog media upon completion of the digitization.

YES _____ NO _____