



UNIVERSITY ARCHIVES

ATHENS STATE UNIVERSITY

Donation Information Form

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1. Please, briefly summarize the contents of the collection:

2. What types of material(s) are included (for example, correspondence, diaries, photographs, literary productions, photographs, maps, legal documents, and/or other materials):

3. Historical/Biographical information (please, note any personal or organizational information related to this material):

4. Does the donation/collection include any sensitive records (ex. financial records, social security numbers, student records, legal records)?

5. Information related to its creation (i.e. when it was produced, where, what language, etc.):

6. Please, provide any other information you think may be helpful to a researcher:

Donor Signature: _____

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The archivist will provide you with a confirmation of receipt once the items have arrived. For more information, please contact the archives at:

**256-216-6663 or
Archives@athens.edu.**

Thank you for donating your items to the Athens State Archives.

We appreciate your thoughtfulness and value your support.