

**Archives and Research Centre for Ethnomusicology**

of the

**American Institute of Indian Studies**

An agreement between \_\_\_\_\_ hereafter referred to as the Depositor, and the Archives and Research Centre for Ethnomusicology (ARCE), being a part of the American Institute of Indian Studies.

1. The ARCE has received the following materials from the Depositor for deposit in its Archives:  
(List of format and quantity)
2. The depositor acknowledges that the sole responsibilities of the ARCE are for the preservation and dissemination of the deposited materials, according to the options selected by the depositor, and that ARCE accepts no responsibility for the conditions under which the materials were originally collected by the depositor.
3. The Depositor agrees to the Archives producing as many copies as needed for the purposes of preservation, provided these copies are retained on one or more premises of the ARCE. Further, the depositor agrees to copies being produced for dissemination to bona fide scholars and institutions, should the appropriate options be chosen.
4. The Archives undertakes to protect the Depositor's interest in the materials under the following options selected by the Depositor :

**Option 1. Restricted Deposit**

The materials deposited under this option will not be made available in any form to any person or institution, except to designated ARCE staff for purposes of preservation for a period not exceeding ten years. Upon the date of expiration of the period selected by the Depositor, materials will be placed in one of the following two options selected by the Depositor.

Materials designated for deposit under this option by the Depositor :

_____	<b>Restricted Period</b>	_____
_____		_____
_____		_____

Option chosen on termination of restricted period \_\_\_\_\_

**Option 2. Controlled deposit**

Audio visual materials and accompanying documentation assigned to this option would be made available for listening viewing within the premises of the ARCE, but no copies would be given nor would copies be loaned to any individual or institution without express permission of the Depositor. ARCE, however retains the right to publish general descriptions of these materials, but other publications including publication of records, tapes, cassettes, video recordings, broadcast and verbatim transcriptions of music or speech would not be published without authorisation.

When a copy of material under this option is given under written express permission of the Depositor, the recipient will be required to sign a document which will state the conditions specified by the Depositor and the ARCE will assume no further responsibility regarding these copies.

Materials designated for deposit under this option by the Depositor :

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**Option 3. Unrestricted Deposit**

Audio visual materials and accompanying documentation deposited under this option would be in free circulation and would be made available to scholars and institutions on request, who may use these materials for research and publish verbatim transcriptions thereof. Those who acquire copies of these materials will, however be required to sign a document stating that the materials themselves may not be published in any form except as stated above without the consent of the depositor or his trustees and will not give further copies to either individuals or institutions without express permission from the depositor, his trustees or ARCE. The ARCE reserves the right to publish these materials in any form for educational purposes without further permission of the Depositor or his Trustee.

Materials designated for deposit under this option by the Depositor :

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The depositor understands that the ARCE will take every reasonable precaution to preserve the materials deposited but that individual items will not be covered by insurance and that the ARCE assumes no responsibility in case of loss or damage by theft, fire or other Acts of God.

I, \_\_\_\_\_  
\_\_\_\_\_

deposit the materials listed under clause I under the options as designated.

Agreed upon this date \_\_\_\_\_  
\_\_\_\_\_

(Depositor or Agent)

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(Address)

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(For the A.R.C.E.)

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(Title)