

Local History Donation Form

Mareeba Library actively seeks donations of historical and contemporary materials related to the Mareeba Shire, including families, buildings, businesses, and events. We accept both physical and digital donations and can make copies of original materials.

Privacy Notice: Mareeba Shire Council is collecting applicant details in order to assess your application for approval. This information will be used only for the purposes of processing this application and will only be accessed by Council employees and other persons authorised under the *Local Government Act 2009* (Qld). Your information will not be given to any other person or agency unless you have given us permission, or we are required by law.

A. Applicant Details

Note: The applicant is responsible for ensuring the information provided on all Mareeba Shire Council application forms is correct. Any approval that may be issued as a consequence of this application will be issued to the applicant.

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|--------------------------------------|--|-------|--|----------|--|
| Applicant Name | | | | | |
| Organisation Name (if applicable) | | | | | |
| Postal Address | | | | | |
| Suburb / Town | | State | | Postcode | |
| Phone Number | | | | | |
| Email Address | | | | | |

B. Materials

Please describe the materials(s) you wish to donate to Mareeba Library:

Provenances / history of item: name the persons, places or events associated with the material/s.

Please indicate the type of materials(s) you wish to donate:

- | | |
|--|--|
| <input type="checkbox"/> Photographs / negative / slides | <input type="checkbox"/> Unpublished documents |
| <input type="checkbox"/> Published books / reports etc. | <input type="checkbox"/> Maps |
| <input type="checkbox"/> Films / videos | <input type="checkbox"/> Objects |
| <input type="checkbox"/> Other | |

Please indicate the approximate age of the materials(s) you wish to donate

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Please indicate the condition of the materials(s) you wish to donate

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How are the materials(s) related to the Mareeba Shire area?

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C. Donation Details

Are you donating originals or copies?

☐ Original ☐ Copy ☐ Unsure

☐ I would like the Library to make a copy of my original material

Did you create the material(s)?

☐ Yes ☐ No ☐ Unsure

Are you willing to assign Copyright ownership to Mareeba Library?

☐ Yes ☐ No

Are you willing to have the material made public on the Library's website and/or catalogue, and/or viewable to Library visitors?

☐ Yes ☐ No

Are you willing to give Mareeba Library non-exclusive rights to reproduce the material(s) for members of the public for non-commercial use?

☐ Yes ☐ No

Copyright Information Sheets – [Arts + Law Australia](#) / [Copyright Agency](#)

D. Applicant Declaration

| | | |
|----------------|---------------------|------|
| | | |
| Applicant Name | Applicant Signature | Date |