

# **British Soil Science Society and Cranfield University Soils Photo Library Archive Donor Agreement**

Thank you for your interest in helping the development of the British Soil Science Society and Cranfield University **Soils Photo Library Archive**. This is an important resource for soil scientists and those interested in our environment. This document provides an agreement between yourself, as **donor of materials** for this archive, and Cranfield University who are developing, managing and administering the archive.

We need to have this agreement in place to make clear the basis upon which materials are provided. Cranfield can only receive items formally once this agreement is signed and returned to us at Cranfield. Thank you for your understanding.

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## **Materials**

Materials refer to any item which you are contributing to the archive. For example these may include physical items such as a set of 35mm slides, as well as items such as a digital photograph or the textual descriptions you provide explaining the image.

## **Copyright**

Copyright of a photograph belongs to the photographer. You keep the Copyright of any materials you send to us. Please see the Copyright line on the form below.

## **Responsibilities**

Cranfield will take all due precautions to protect and preserve materials donated to the archive, but can accept no responsibility or liability for any damage or loss.

## **Categories of user**

Materials within the archive are made available to different users on different terms. Materials supplied for non-commercial usage are available at no cost. A handling charge may be levied by Cranfield for any commercial usage of the material.

## **Dissemination**

The purpose of the archive is to make available the materials to a wide audience, and this involves promoting and disseminating the materials. Copies of materials within the archive will be made available to any interested party.

## **Return of materials**

It is hoped that you will wish to leave the materials donated within the archive. If you wish to have the original items returned for whatever reason please write to us at the address below and every reasonable effort will be made to return the items.

## **Revenues**

The archive is operated on a 'not for profit' basis. However, all revenues received for the supply and dissemination of any materials to any commercial user shall be put towards the administrative costs of running the archive. Donors would receive no revenues.

### **Terms of access**

Terms of access for users downloading materials from the Image library for their use would be made under the “Creative Commons Attribution-NonCommercial-ShareAlike 2.0 License” (<http://creativecommons.org/licenses/by-nc-sa/2.0/uk/>). This particular licence makes provision for the following terms:

#### **Summary of the Creative Commons Attribution-NonCommercial-ShareAlike 2.0 License** (see website above for the full details)

**Attribution.** You must attribute the work in the manner specified by the author or licensor.

**Noncommercial.** You may not use this work for commercial purposes.

**Share Alike.** If you alter, transform, or build upon this work, you may distribute the resulting work only under a license identical to this one.

For any reuse or distribution, you must make clear to others the license terms of this work. Any of these conditions can be waived if you get permission from the copyright holder.

### **Benefits to you**

In adding your materials to the archive, not only are these important items preserved and shared with a wider soils audience, but you also will benefit from having access to other donors collections as well as being recognised as a photographer (if you wish – see the Copyright line in the forms below).

### **Form**

Please will you complete the section below to indicate you agree with these terms and conditions in providing materials to the archive:

### **Correspondence with Cranfield**

Please direct any correspondence to:

Dr Stephen Hallett  
Principal Research Scientist  
National Soil Resources Institute (NSRI)  
Building 53  
Cranfield University  
Cranfield  
Bedfordshire MK43 0AL  
United Kingdom

Tel +44 (0) 1234 750111 Switchboard (ext. 2750)

Fax +44 (0) 1234 752970

Email: [s.hallett@cranfield.ac.uk](mailto:s.hallett@cranfield.ac.uk)

**British Soil Science Society and Cranfield University Soils  
Photo Library Archive  
Donor Agreement**

Please complete and return this section

Contact details: (these are not made public and are solely for our internal records)

*Your name and title:*

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*Your address and Postcode:*

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*Your telephone / fax:*

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*Your email:*

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In supplying materials to the archive, I agree with the terms and conditions above:

Please tick box

*Copyright:*

What public Copyright statement do you wish to appear, if any, for materials you provide:

© \_\_\_\_\_