



Endangered Languages Archive
SOAS, University of London, UK

Deposit key:

Date:
ELAR use only

Licencing Agreement

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How to fill in the Deposit Form

- Type into grey text areas - they will expand as you type. Save document after typing.
- Please complete all sections in Parts A,
- The depositor is an individual depositor or the representative of a group making the deposit
- Please specify a delegate to be contacted in your place
- If you have any questions, please contact us
- You can update or change most of the information later if you need to

Part A. Depositor Information

Depositor details

1. Name

Family name

Given name

Title

2. Nationality:

3. Date of birth:

4. Address

Line 1

Line 2

Line 3

Postcode/Zip

State/County

Country

5. Email

6. Telephone

Delegate Information (obligatory)

Should the archive not be able to contact you please specify a person who can be contacted to make decisions about your collection. A second delegate can be added in appendix A.

7. Name

Family name

Given name

Title

8. Address

Line 1

Line 2

Line 3

Postcode/Zip

State/County

Country

9. Email

10. Telephone

11. Community or institutional affiliation:

Deposit Information

If not known, deposit identification key can be obtained from ELAR:

12. Deposit Key:

13. Deposit Title:

Funding Information

Has the deposit resulted from a supported project? If so, name the supporting agencies or organisations:

14. Funding Agency (-ies):

(Please include the funder's project code, e.g. Endangered Languages Documentation Program - MDP046)

Note:

- ELAR will use the contact details above if we need to contact you. Please keep them updated, using your Depositor's web page
- Your contact details will not be published or provided to anyone without your permission

Part B. Agreement

What ELAR is permitted to do

The Endangered Languages Archive (ELAR) is the digital archive at SOAS, University of London. We will support the safe preservation of deposited materials while protecting your (the depositor's) interests. We make the materials available to you, provide facilities for you to manage them, and allow access to them consistent with your wishes.

ELAR stores data using high quality equipment and manages its collection according to recommended practice in the languages archiving community. We will collect and store personal information in accordance with the Data Protection Act 1998 and other relevant laws of the UK and EU. Data systems may be changed where necessary to meet changes in legislation or new legislation. ELAR collaborates with other leading UK and international archives to ensure that materials are preserved well into the future.

Licence

ELAR does not acquire copyright in deposited materials. This agreement provides ELAR with a non-exclusive, irrevocable, perpetual licence to:

- perform such actions as required to preserve the materials
- make publicly available a description of the materials (drawn from *Summary of Deposit*)
- enable viewing or provide digital copies of materials, subject to depositors' conditions
- use information about the deposit for ELAR's own maintenance processes, reporting, and academic publicity, subject to depositor's restrictions

All other uses are subject to the depositor's permission.

Depositor Statement

I, the depositor, deposit the collection described in Part A with ELAR. By depositing the materials:

- I state that I am either the owner of the materials, or have the right to deposit them. I am in a position to make a formal agreement with ELAR in relation to them.
- I request ELAR to preserve and maintain the materials as part of its collection. I understand that preservation may involve copying materials, migrating them to future formats, and sharing storage with other archives
- I transfer to ELAR a non-exclusive, irrevocable, perpetual licence to hold and provide access to the materials consistent with the conditions I describe in the metadata accompanying my materials. If no information is provided in the metadata the collection will be made accessible to registered users of ELAR.
- Subject to conditions I describe in the metadata, and any applicable laws, I give permission for others to access the materials for research, educational, and other reasonable non-commercial purposes. I understand that it is only with my explicit written permission that the materials may be published, exhibited, or distributed on the World Wide Web and successor technologies. Recipients of my materials who use any part of it in any work, published or unpublished, will be required to give due acknowledgement to me and to ELAR.
- I agree to keep my contact details (or the contact details of my delegate) up to date, and that if I or my delegate(s) are not contactable (according to ELAR's contact procedure), ELAR will make decisions about management of and access to materials taking into account the nature of the materials, the information I have provided in the metadata accompanying my materials, and the interests of the language community.
- I release and indemnify ELAR and SOAS, University of London from any liability resulting from any direct or consequential loss, damage to, or misuse of materials, or resulting from any action related to the content of the deposit.
- I release and indemnify ELAR and SOAS from any liability resulting from any a claim of copyright infringement arising from this agreement. Parties to this deposit, including all speakers, have assured me of their agreement to be recorded and to have these recordings disseminated, heard or viewed world-wide within the access restrictions attached by me to them.
- Dissemination permits ELAR to generate derivative versions of deposited resources as appropriate to facilitate web-based delivery and to provide and enhance access using search software. Archiving permits SOAS to copy and migrate any and all contents of the deposit as necessary for preservation. I permit copy of files to third parties contracted by SOAS to ensure preservation, as well as, the migration of files from one format to successive formats to ensure their continued use over time.
- On-line uses permit ELAR to disseminate this deposit for remote, world-wide research and education under the terms of a Creative Commons Attribution/Non-Commercial/NoDerivatives (CC BY-NC-ND 4.0) international license. All uses shall be consistent with the terms of U.K. copyright legislation's fair use (also known as 'fair dealings' and 'fair practice') provisions (cf, http://www.copyrightservice.co.uk/copyright/p27_work_of_others#fair_dealing). Access restrictions which I place, have placed or may place on the deposit or its individual contents, in accord with the wishes of interviewees and my funding body(-ies) shall be observed.

Signatures

Depositor

For ELAR

Print name:

Print name

Signed

Signed

Date

Date

⚡ Note:

- If there is more than one depositor, "I" is taken to mean "we" in this section. All depositors should sign this form
- If you have any questions, please contact us before completing the form (see Part E for contact details)

Contacting ELAR

Postal address

Endangered Languages Archive
SOAS, University of London
Thornhaugh St, Russell Square
London WC1H 0XG
United Kingdom

Email

elararchive@soas.ac.uk

Web

Additional information for depositor's can be found on our portal:
www.elar-archive.org

Telephone

In UK: 020 78984588
Outside UK: +44 20 7898 4584

Appendix A

(Optional) Depositor's second delegate

15. Name

Family name

Given name

Title

16. Address

Line 1

Line 2

Line 3

Postcode/Zip

State/County

Country

17. Email

18. Telephone

19. Community or institutional affiliation: