

Cal Poly Pomona University Library

LOAN AGREEMENT

I/we, \_\_\_\_\_, as Lending Agent(s), hereby deposit to the University Library at Cal Poly Pomona (hereafter known as The Library) for exclusive use by the University Library the property described below:

The loan on these materials will be subject to the following terms, conditions, and restrictions:

1. That title to the materials will remain in the possession of the Lending Agent until such time that the lending agent may pass title to part or all of the materials to The Library.
2. That the Lending Agent will retain all copyrights contained in the materials except for those copyrights retained by any publishing company, organization, agency, corporate entity, or individual(s).
3. That the Lending Agent will hold harmless the Library of all liability for loss or damage to the deposited materials as a result of deterioration, theft, fire or other catastrophe.
4. That the Lending Agent will allow open and unrestricted access to the materials for use, under supervision, in the Special Collections Room of The Library.
5. That the materials will be maintained and administered in accordance with established policies set forth by The Library.

I/we understand and agree to the terms, conditions, and restrictions described above:

\_\_\_\_\_  
Lending Agent's Name

\_\_\_\_\_  
Lending Agent's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Lending Agent's Address

\_\_\_\_\_  
Lending Agent's Telephone Number

**Accepted for The Library:**

\_\_\_\_\_  
Appointed Library Designee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Library Dean

\_\_\_\_\_  
Date