

# CNY Heritage Participant Agreement

Name of Institution or Consortia Group: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Institution or Group Name \_\_\_\_\_

is hereby providing the collection described in the CNY Heritage Participant Profile for inclusion in CNY Heritage. I understand and acknowledge this collection of digital objects (metadata and scanned display images) will be hosted by the Central New York Library Resources Council (CLRC) and stored in the CNY Heritage digital repository and made accessible to both researchers and casual users searching CNY Heritage. I also understand that the contribution of these digital objects enhances the overall value of the CNY Heritage regional repository and therefore will make every attempt to allow continued access through CNY Heritage of my organization's collection(s). CLRC will make every effort to provide ongoing support for the CNY Heritage project.

My institution will contribute and maintain this collection in accordance with CNY Heritage Best Practices (Selection Criteria; Metadata Style Guide; and the Digital Imaging Best Practices), including any enhancements, updating and/or revision of metadata to ensure its continued accuracy and quality. I understand that my institution is responsible for the storage and long-term preservation of master/archival images.

I have ascertained that my institution holds the necessary copyright and/or access rights to make this digital collection accessible to searchers of CNY Heritage. The Central New York Library Resources Council and CNY Heritage will not be held responsible for any direct, indirect, consequential, or incidental damages arising out of or relating to the use of the information and materials linked to or found on the CNY Heritage website.

I understand that if this organization continues to contribute thirty (30) objects or more to CNY Heritage, it must maintain a membership relationship with CLRC according to CLRC's membership criteria and dues structure for a governing or affiliate member. The organization will be eligible to annually receive the training, support and consultations offered by CLRC and/or other trained personnel during the length of CLRC membership at nominal cost.

**Contributing Institution or Consortia Group**

**CLRC**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Penelope J.M. Klein, Executive Director

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

Please sign two copies of this agreement, return both for CLRC signature. CLRC will then return one for your files. Return to:

Penelope J. M. Klein  
Central New York Library Resources Council  
6493 Ridings Road, Syracuse, New York 13206