

# Sandy Granite Family History Center

## Memories Preservation Services

### Media Submission Form

(All materials for preservation must meet Family Search copy write and media guidelines.)

#### YOU MUST READ AND SIGN THIS AGREEMENT

Patron Name: \_\_\_\_\_

Date: \_\_\_\_\_

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

Email: \_\_\_\_\_

#### →Please check and/or circle all that apply below←

**Audio / Voice conversion:** *(Patron must provide all media)*

Formats we are able to convert from include Wire Recording also known as Magnetic Wire Recording, Reel to Reel, and Cassette Tape

- Incoming media type: \_\_\_\_\_
- Converted to digital files (i.e. Mp3) unless otherwise requested

**Photo / Slide:** *(Patron must provide all media)*

Formats we are able to convert from include printed photos of most sizes including framed photos (if photos are too delicate to take out) and various slide sizes (e.g. 35 mm)

- Incoming media type: \_\_\_\_\_
- Converted to digital files (i.e. Jpeg) unless otherwise requested

Technician: \_\_\_\_\_ Date Completed: \_\_\_\_\_

I have read and agree with the **Family Search Content Submission Agreement** on the back of this form

→Patron Signature \_\_\_\_\_←

# FamilySearch Content Submission Agreement

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The decision to upload information, content, and other materials (collectively, "Contributed Data") to FamilySearch sites is your responsibility. All information that you post will be displayed and is available for others to search, view or hear. Do not contribute data which you do not want to be accessed by others.

## 2. Right to Submit

By submitting data to this site, you affirm that you have the legal right to contribute that data and that submission will not violate any third party's privacy rights, publicity rights, contract rights, copyrights, or other proprietary rights. By affirming your legal right to submit content, you accept legal responsibility for our use of your Contributed Data.

## 3. Copyright

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## 5. Accuracy of Contributed Data

You agree to provide true, accurate and complete information. If any information you provide is, in our sole and absolute discretion, false or misleading, we shall have the right, but not the obligation, to take any remedial or preventative action we deem appropriate in our sole discretion, including restricting access and/or deleting or editing any of your Contributed Data.

## 6. Sensitivity to Other Users

We ask you to be selective in submitting your Contributed Content. We reserve the right to remove any Contributed Content which we believe, in our sole and absolute discretion (a) is irrelevant, (b) is potentially harmful or embarrassing to any living person, (c) is offensive, indecent, inappropriate, threatening, or abusive, or (d) otherwise violates this Agreement or the Upload Guidelines and Policies. We may also take any action, including restricting access for violations of this Agreement and notifying law enforcement of any activity which appears in our sole discretion to violate applicable law

## 7. Automated Screening

We reserve the right, without obligation, to monitor and edit your Contributed Data. We use automated filtering tools to suppress Contributed Data which appears in our best judgment to pertain to a living person or which violates the FamilySearch Terms of Use or this Agreement. Although we are not obligated to do so, we reserve the right to edit your Contributed Data for any or no reason.

## 8. Care of Submissions

We intend to use reasonable efforts to preserve the integrity of your Contributed Data and to avoid errors or omissions in the content of this site. We provide the opportunity to submit information subject to the FamilySearch Terms of Use and this Agreement. This Service is provided "AS IS" and we shall be neither responsible nor liable for errors or omissions in any content you may find on this site, nor for loss, damage, or corruption of Contributed Data that you submit. You may withdraw any of your Contributed Data from FamilySearch sites, but we shall not be required to remove links or references to withdrawn Contributed Data. We are not liable for any special or consequential damages resulting from your submission of Contributed Data or our refusal to accept your Contributed Data. Please see the site Terms of Use for further information.

## 9. Data Protection Laws

If you are located outside the United States, you consent to the processing in the United States of America of any personal data that you submit. You also agree to comply with all applicable laws regarding the transmission of personal information to or from the United States of America and the country in which you reside.

## 10. Code of Conduct

Please carefully read the Code of Conduct section of the FamilySearch Terms of Use, which applies to this Agreement.

Effective Date: 17 January 2017