

May 9, 1996

Jeremy --

Tom asked me to prepare a draft deed of gift for Tom Alyea's donation of 1,200 feet of 16 mm film to the Collection. I have prepared the draft according to Tom's requests.

The draft is attached for your review.

You will probably want to review two sections in particular:

In the section describing the gift at the end of paragraph one, I have included a sentence, "A description of the film is attached at Appendix A." As you will see when you read Tom's e-mail to me, Mr. Alyea is writing a description of what is on the film. Rather than wait for him to complete the description, I told Tom that we could attach the description to the deed once he completes it. What do you think?

I included section 11 in the deed at Tom's (and Mr. Alyea's) request.

Laura