



Campus address:  
Archive for Sterling Memorial Library Holocaust Testimonies  
120 High Street  
Telephone: (203) 432-1879  
Fax: 203 432-7441  
Video Archive for Holocaust Testimonies  
Yale University Library  
PO Box 208240  
New Haven, CT 06520-8240

**Memorandum of Agreement**  
between  
**Yale University, acting through Yale University Library**  
and

[ \_\_\_\_\_ ]  
Name of Partner Institution

This is an agreement between Yale University, acting through Yale University Library, hereinafter called “Yale” and  
[ \_\_\_\_\_ ], hereinafter called [Partner], together, the “Parties.”  
Name of Partner Institution

**I. Purpose and Scope**  
The purpose of this Agreement is to identify the roles and responsibilities of each Party and associated limitations of use as they relate to access-only service to the Fortunoff Video Archive for Holocaust Testimonies, hereinafter “Archive.” Access provided to [Partner] shall be limited to authorized registered Users. Authorized Users are those individuals who have registered in the Aeon system.

**II. Yale Responsibilities**  
Yale agrees to provide access to [Partner] via secure registration processes through the Aeon system. Yale will provide a limited level of service support to [Partner] to ensure effective access. Service support may include instruction on the Fortunoff website; email communications; and live support.

**III. [Partner] Responsibilities**  
[Partner] shall bear all costs of technical requirements and physical security measures associated with providing Archive access to Users at its own institution. Technical requirements are specified in Appendix I, Technical Specifications, attached hereto. In addition, [Partner] shall ensure that it provides adequate bandwidth and screen size in a manner to ensure effective and trouble-free viewing by Users. [Partner] shall be reasonably responsible for all security measures to prevent unauthorized access and misuse of the Archive. Access shall be provided via static IP address registered with Yale. [Partner] shall require and cause its Users to complete their own registration process in the Aeon system, whose identity shall be verified by [Partner] staff at time of use of the Archive. [Partner] shall provide access to the Archive at an approved physical site, as specified in Appendix II, that is monitored by [Partner] staff to ensure that registered users do not copy content from the archive in any way.

**IV. Terms and Conditions of Use**  
Access to the Archive is provided by Yale to [Partner’s] Users on a limited access only basis for the period that the User is physically present on [Partner’s] premises in the approved and monitored location. The Archive is a copyrighted work, all rights belonging to Yale and its associated licensors. Users may view the Archive and take notes on the viewed content, but may not in any way copy, reproduce, or distribute any of the content without the express and written permission of Yale. Quotation or citation from the Archive for use in published works of any kind, including, but not limited to, scholarly journals, dissertations and theses, is expressly prohibited without prior written permission. Such permission shall not be unreasonably withheld.

**V. Amendment**  
No modification or claimed waiver of any provision of this Agreement shall be valid except by written amendment signed by the authorized representatives of the Parties.

**VI. Effective Date and Signature**  
This Memorandum of Agreement and any and all attached appendices shall be effective upon the authorized signature of the Parties named herein. It shall be in force from the date of signature of the last Party. Both Parties indicate their agreement with this Memorandum of Agreement by their signatures.

**Yale University Partner**

Authorized Signature (Yale): \_\_\_\_\_ Date: \_\_\_\_\_  
Christine Weideman, Director, Manuscripts and Archives

Authorized Signature (Partner): \_\_\_\_\_ Date: \_\_\_\_\_

Name and Title: \_\_\_\_\_

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

Institution: \_\_\_\_\_

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

**APPENDIX I**

## Technical Specifications

The following technical specifications are recommendations to ensure trouble-free playback:

**Windows:**

Workstation: Intel 2.4GHz processor or higher 256GB Hard Drive or more 16GB RAM or more  
OS/Browser: Windows 8 or 10, 64-bit + Internet Explorer 11+ Firefox 46 + Google Chrome 50+

**Mac:**

Workstation: Intel Quad-core i5 1.4GHz processor or higher 256GB hard drive or more 8GB of RAM or more  
OS/Browser: Mac OSX 10.9 + Safari 9 + Google Chrome 51+ (64 bit) Firefox

**APPENDIX II**

## Physical site requirements

Partner name and address (List all locations of authorized workstations)

Computer workstations from which the Archive may be viewed should comply with the following:

1. If possible, monitored by staff for the duration of the User's visit.
2. If possible, computer should be free from recording enabling devices, e.g. CD/DVD burner drives, USB ports
3. Signs should make clear that users are not permitted to download files that can be sent by email or other file transfer protocol.