

**Documenting the COVID-19
Pandemic in Windsor**



WINDSOR
HISTORICAL SOCIETY
Bridging Centuries, Bridging Cultures

SUBMISSION FORM

Name: _____

Email: _____ Phone: _____

What kind of item(s) are you donating? (check any that apply)

- photo(s) writing video(s) artwork audio recording(s)
 other digital media physical artifact(s) *(please, only photos of these for now)*

When was the item(s) created: _____

Where was the item(s) created: _____

What else should we know about the item(s)? Why did you create it? Was anyone else involved? What does the item symbolize to you? For photos and video, what are the names of people in the images? *(use this box for additional info, not for a written submission; please submit writing as an attachment)*

- By checking this box, I certify that I have read, understand, and agree to the terms and conditions described below.
- I certify that I am over the age of eighteen and am the legal owner of the item(s) submitted.
 - I hereby give the item(s) submitted herein to The Windsor Historical Society for Society use without limiting conditions.
 - The Windsor Historical Society reserves the right to accept or reject submissions, including the right to accession submissions into the Society's permanent or education collections. The Society is unable to return submissions that are not accessioned.

Donor signature: _____ Date: _____

To submit your items, please email them along with this completed form to librarian/archivist Michelle Tom at mtom@windsorhistoricalsociety.org. File size is limited to 25 MB. If you would like to submit items larger than 25 MB, email Michelle Tom for guidance.