

This form is used to add additional staff (beyond the Account's Primary Contact) who are authorized to download copyrighted books from Bookshare.org on behalf of the Account's Authorized Users. We will notify you and the authorized staff by email once we have processed your form. Please fill out this form completely and return it to Bookshare.org with an original signature from the School or Group Account's Primary Contact.

Instructions

Note: This form is used to add additional authorized staff to a School or Group Account.

Step 1: The staff person who will be added to the Account as an additional downloader should read and understand the terms of the Organizational Membership Agreement. S/he fills out the identifying information, signs and dates the form. For more staff, simply add additional copies of page 4 of this form.

Step 2: The Account's Primary Contact signs and dates the form. The Primary Contact in the LNSU is the Director of Student Support Services. Submit this form to Central Office for approval.

Step 3: LNSU Director of Student Support Services will mail this completed form to:

Bookshare.org School or Group Accounts
The Benetech Initiative
480 California Ave, Suite 201
Palo Alto, CA 94306-1609

-- OR -- fax it to: (650) 475-1066

Email with questions: support@bookshare.org.

Bookshare.org Organizational Membership Agreement

Bookshare.org provides accessible electronic books to individuals with qualifying disabilities, through a subscription process. Bookshare.org requires that individuals who qualify to receive the Bookshare.org books agree to the terms of the Member Agreement as end-users, and that those individuals who help build the collection of digital books agree to the terms of the Volunteer Agreement. Organizations that wish to sponsor qualified users need to agree to the terms of this Organizational Agreement, and need to be familiar with the terms of the Member and Volunteer Agreements. These agreements can be read at this link:

<http://www.bookshare.org/web/Agreements.html>

As an authorized representative of the school or group (“Organization”) indicated while registering for this Account, and as a condition to obtaining accessible electronic books and materials (“Ebooks”) for my authorized students or clients (“Authorized Users”), I hereby agree to the following terms:

- It is the obligation of this Account’s Primary Contact to arrange for all necessary approvals by My Organization necessary to result in payment of the specified fees for the Ebooks obtained through Bookshare.org.
- **The Ebooks obtained shall only be provided to Authorized Users. My access to these Ebooks shall be limited to that necessary to meet the access needs of Authorized Users, and I will not provide Ebooks to third parties for any reason.**
- An Authorized User shall be an individual who has met three strict requirements. The first is that the Authorized User receives educational or disability services from my Organization and has been approved by me to receive Ebooks through this agreement. The second is that the Authorized User qualifies under United States Copyright Act, 17 U.S.C. §121 as a person with a disability, and has provided such proof of disability to Bookshare.org. The third is that the Authorized User (or a parent or guardian in the case of a minor) has agreed to the terms of the Bookshare.org Member Agreement.
- I agree to comply and encourage compliance with copyright law and the restrictions on distribution of the Ebooks by law and by Bookshare.org agreements. I acknowledge that the copyright law exemption that makes the Bookshare.org service possible is important to people with disabilities and that I and my Authorized Users must act responsibly to safeguard this privilege. I acknowledge that violations of copyright law and the terms of this Agreement may subject my Organization and the person(s) committing such violations to civil and criminal liability, and that Bookshare.org will cooperate with investigations of such violations by copyright owners.
- I understand and agree that the right of my organization, along with my authority to acquire Ebooks for Authorized Users, can and will be terminated by Bookshare.org, upon written notice, for violations of these rules by the organization and for non-payment of the fees due from the organization;

similarly, Bookshare.org can and will cancel the right of Authorized Users for violations of their agreements, which will end any right to acquire Ebooks for such Users from Bookshare.org.

- I will receive a monthly bill from Benetech for any new charges incurred for this Account. Terms of this bill are Net 30. NOTE: LNSU schools can not download a document from Bookshare that has a cost without prior approval from the School Building Administrator or the LNSU Director of Student Support Services. All costs incurred by a specific school on behalf of an enrolled student will be paid for by the school of enrollment.
- The term of this Agreement shall be one year, and shall automatically renew for successive years at the end of each year time period if I download additional Ebooks.

The following terms apply to Multiple Subscription Accounts, where my Organization pays for full annual subscriptions for our Authorized Users (and the Authorized Users download the Ebooks themselves):

- I will provide names and email addresses for each individual for whom I wish to sponsor a subscription, and thereby commit to paying the one-year cost of those subscriptions, and any renewals thereof.

The following terms apply to Institutional Access Accounts, where my Organization pays in advance for blocks of Ebooks and downloads them for our Authorized Users.

- Ebooks shall be downloaded through my Organization's membership by an authorized staff person of my Organization (a "Downloader"). The Primary Contact is qualified to act as a Downloader. Only the Primary Contact may authorize and designate other staff persons to act as a Downloader, and each such person shall be required to sign an acknowledgement that he or she has read this Organizational Membership Agreement and agrees to abide by the terms hereof.
- Each time I download a book from Bookshare.org, I will select the Authorized User for whom I am downloading the Ebook. Once the Ebook is downloaded, I will decrypt the Ebook using my password ("Unpack" the Ebook) and deliver it only to the Authorized User for whom I downloaded that particular Ebook. I agree that once I have delivered the book to that Authorized User, I will delete the copy that I downloaded.
- I will never post any Ebooks that I download from Bookshare.org that are not in the public domain to a shared computer, server, hard drive, Internet service or other shared resource. Unless I qualify and become an Authorized User associated with this Account, I am not eligible to use the Ebooks that I download from this Account for my own use and will not do so. I understand that all Ebooks I download contain fingerprints that include information about my Organization, the Downloader, and the Authorized User for whom it was downloaded.
- If I wish, I may proofread or improve the accessibility of Ebooks that are downloaded for my Account to make them closer to the form in which the

owner or publisher originally made the material available or to make them more accessible for the Authorized User who will be reading them. Bookshare.org encourages the submission of such improved copies back to Bookshare.org. Any such effort shall be subject to the Volunteer terms outlined in the Bookshare.org Volunteer Agreement.

Please complete all information on this form, then mail it, including the original signatures to:

Bookshare.org School or Group Accounts
The Benetech Initiative
480 California Ave, Suite 201
Palo Alto, CA 94306-1609

-- OR -- fax it to: (650) 475-1066

School or Group Account Name: _Lamoille North Supervisory Union_____

Additional Authorized Staff Person ("Downloader") to be added:

Full Name:

Title:

Address:

City, State, ZIP:

Email:

Phone:

Signature of Additional Authorized Staff Person

By signing here, I agree to all terms in the Bookshare.org Organizational Membership Agreement, acting as a Downloader.

Signature: _____ Date:

Signature of Account Primary Contact

By signing here, I give permission to the Additional Authorized Staff Person above to download books from this account for use by the account's Authorized

Users.

Signature: _____ Date:

Email with questions: support@bookshare.org.