LETTER OF AGREEMENT FOR INTERVIEWER

I, _____, an interviewer for the ***Chinese Community Oral History Project of Greater LA and California State University, Los Angeles***, understand and agree to the following.

- I understand the goals and purposes of this project and understand I represent the oral history project when I am conducting an interview.
- I will participate in an oral history interviewer training workshop.
- I understand the legal and ethical considerations regarding the interviews and will communicate them to and carry them out with each person I interview.
- I am willing to do the necessary preparation, including background research, for each interview I conduct.
- I will treat each narrator with respect, and I understand each interview will be conducted in a spirit of openness that will allow each narrator to answer all questions as fully and freely as he or she wishes.
- I am aware of the need for confidentiality of interview content until such time as the interviews are released for public use per the repository's guidelines, and I will not exploit the narrator's story.
- I understand my responsibilities regarding any archival materials or artifacts related to the interview that the narrator may want to include in the interview process.
- I agree to turn all interview materials over to the repository in a timely manner and to help facilitate all necessary processing and cataloging steps.

INTERVIEWER	**ORAL HISTORY PROJECT**
Name (print): _____	Name (print): _____
Signature: _____	Signature: _____
Date: _____	Date: _____

Adapted from Introduction to Community Oral History, Quinlan, MacKay, and Sommer, 2013 Left Coast Press
10/20/2016 rev. cf CCOHP-CSULA service learning
Signed original to CCOHP-CSULA; copy to Interviewer