



PHOTOGRAPHIC REPRODUCTION RIGHTS AGREEMENT

Name Phone

Company Name Email

Address

City State Zip

Select one: ___ Personal Use ___ Non-Profit Use ___ Commercial Use

USE OF PHOTOGRAPHS

___ Research or Personal
___ Public Display or Exhibition (specify)
___ Publication (specify)
___ Other (specify)

PUBLICATION DATA

Publication in which photograph will appear
Author Distribution
Publisher Date of publication

Object #: Image Description:
Object #: Image Description:
Object #: Image Description:
Object #: Image Description:
Object #: Image Description:
Object #: Image Description:
Object #: Image Description:

Statement of responsibility: I/we hereby agree to comply with the conditions on the reverse; to pay a total use fee of \$; to credit the Museum with a line reading: "Courtesy of The History Center, Linn County Historical Society," to include credit lines, and photographer's credit if applicable; I have read and understand the conditions listed on the reverse of this form and agree to abide by the terms therein.

Applicant's signature Date

Return Signed Form to: The History Center, 800 2nd Ave. SE, Cedar Rapids, Iowa 52403

Permission Granted For: (staff use only)

___ Personal use: a use fee is charged. ___ Non-profit/educational use \$
___ Commercial use: a use fee is charged. ___ Use by Iowa newspapers, television or radio for news stories: \$
The total fee for this project is \$ The Society requests a copy of the publication

Permission is hereby granted provided the Requestor meets the conditions listed above and pays the use fee, if applicable.

LCHS Staff Signature Date

Conditions for Reproduction of Photographic Images

1. All photographic/video reproductions shall be for an approved, one-time, one-edition use only. Requests for additional use, editions, or formats shall be made in writing to the curator. The user shall incur a fine of three times the normal commercial use fee for each unauthorized reproduction.
2. Photographs/videos may not be altered (e.g., cropped, overprinted, bled) in any way, unless authorized in writing by the curator.
3. The credit line, **“Courtesy of The History Center, Linn County Historical Society”** shall be attributed to each image/video reproduced. Abbreviations shall not be permitted. The credit line shall appear:
 - a. For printed material or electronic media, in immediate proximity to the reproduction or in the section within the publication devoted to photographic credits.
 - b. For film and video use, included with other “Sources of Illustrations.” Collection name and catalog number may be omitted.
 - c. For exhibitions, within the exhibition area.
4. One complete, complimentary copy of the publication shall be furnished to the Museum, unless the image was not used. All expenses for shipping and handling are to be borne by the applicant.
5. In authorizing the publication of an image/video, the Museum does not surrender its own right, title, ownership, or right to publisher to grant permission for others to do so. The Museum assumes no responsibility for infraction of copyright laws, invasion of privacy, or improper or illegal use that may arise from reproduction of the image.
6. In the case where copyright is held by a third party, the applicant shall secure and provide to the Museum written permission from that party. The applicant shall agree to indemnify the Museum against any third-party claims of copyright infringement.
7. The Museum reserves the right to deny permission to reproduce an image/video from its collection to any applicant whose product is not acceptable to the Museum for any reason.

Additional Images Requested

Requestor's name: _____ Date _____

Object #: _____ Title or Publication: _____
Image Description: _____

Object #: _____ Title or Publication: _____
Image Description: _____

Object #: _____ Title or Publication: _____
Image Description: _____

Object #: _____ Title or Publication: _____
Image Description: _____

Object #: _____ Title or Publication: _____
Image Description: _____

Object #: _____ Title or Publication: _____
Image Description: _____

Object #: _____ Title or Publication: _____
Image Description: _____

Object #: _____ Title or Publication: _____
Image Description: _____

Object #: _____ Title or Publication: _____
Image Description: _____

Object #: _____ Title or Publication: _____
Image Description: _____

Object #: _____ Title or Publication: _____
Image Description: _____

Object #: _____ Title or Publication: _____
Image Description: _____

Object #: _____ Title or Publication: _____
Image Description: _____

Object #: _____ Title or Publication: _____
Image Description: _____

Object #: _____ Title or Publication: _____
Image Description: _____

Object #: _____ Title or Publication: _____
Image Description: _____

Object #: _____ Title or Publication: _____
Image Description: _____