

Use of Prints and Photographs Agreement Form



Describe fully in the space below the intended use of the referenced image(s) such as publication, video, exhibition, or personal research. If for publication, list the author, title, publisher, and date.

- 1. To use the image(s) only once and only for the purpose or project stated above. Later or different use constitutes reuse and is prohibited. Subsequent requests for permission to reuse images must be made in writing. A reuse fee may apply.
- 2. To give proper credit for the image(s). Unless otherwise stated on the photographic copy, the credit line should read: **AGB 1847, Inc.** When the name of the photographer or collection is supplied, this should also be included in the credit. The placement of credit should be as follows:

(A) Printed material - Preferably the credit line should appear on the same page as the printed copy of the image and immediately adjacent to it. The credit may appear elsewhere in the publication if done in such a way that readers can quickly match individual images with their respective credit.

(B) Films, filmstrips, video, or electronic media - The credit line should appear on the film, filmstrip, video, or electronic media where other sources are listed. If manuals accompany films or filmstrips, the credit should appear where the subject of the illustration is discussed in the text.

(C) Public exhibitions - The credit should appear within the exhibit area.
- 3. To assume all responsibility for questions of copyright and invasion of privacy that may arise in the copying and in the use of the image(s), and to assume responsibility for obtaining all necessary permissions pertaining to use.
- 4. To defend and indemnify and save and hold harmless AGB 1847, Inc., its Photographic Archives, its employees or designates, and the donors and former owners of Photographic Archives collections, from any and all costs, expense, damage and liability arising because of any claim whatsoever which may be presented by anyone for loss or damage or other relief occasioned or caused by the release of images to the undersigned applicant and their use in any manner, including inspection, publication, reproduction, duplication or printing by anyone for any purpose whatsoever.
- 5. To supply AGB 1847, Inc. with one complimentary copy of any printed or published work (except films, filmstrips, or video) in which one or more images appear.
- 6. Equitable Relief. Promisor acknowledges and agrees that a breach of the provisions of Paragraph 3 or 4 of this Agreement Not to permit others to reproduce the image(s); to destroy any digitized copies of images following their use.
- 7. Not to place the image(s) in another institution, repository, or collection, public or private.
- 8. Not to place images on the Internet (video excepted).
- 9. To return to AGB 1847, Inc. the supplied copies of images if they are designated by the for return.
- 10. That AGB 1847, Inc. in no way surrenders its own right to publish or otherwise use the image, or to grant permission for others to do so. That AGB 1847, Inc. reserves the right to make exceptions or additions to the conditions stated herein.
- 11. Provide actual postal/mailling address so we can mail signed document back to you.

Description of Images to be Used

Description of How Images Will be Used

Acceptance of Use Of Prints and Photographs Agreement

By affixing your signature to this agreement, you agree to follow and adhere to the above conditions.

_____ day of _____ 20____ at _____, _____
Address City/State/Province/Country

By _____
Requestor Print Name _____

Telephone Number _____ Date _____

Authorization For Use

To the extent that it has legal authority to do so, AGB 1847, Inc. hereby gives its consent for the release of the image(s) referenced to the applicant under the conditions and for the purpose described herein. This consent does not imply that AGB 1847, Inc. controls the copyright to the image(s) or that the applicant should not secure other authorizations prior to use.

Date _____ By _____
AGB 1847, Inc.