



Photograph Reproduction Agreement Form

This form must be completed and signed before any photographic reproduction order can be processed. By signing this form, I understand and agree that:

1. The Oshkosh Public Museum retains all rights to reproduction(s), including the right to permit others to reproduce the photograph(s).
2. The reproduction(s) provided are for reference use only and will not be sold, nor will they be given to other individuals or institutions.
3. I will not copy the requested photograph(s) in any form and by any means, nor will I allow others to do so.
4. I will not publish, reproduce, or broadcast this material in any format without first obtaining written permission from the Oshkosh Public Museum. A *Letter of Indemnification* must be signed and returned to the Oshkosh Public Museum to obtain a *Letter of Permission* before publication or broadcast of reproductions can occur. Permission will be granted for one-time use only and does not apply to 2nd editions, reprints, or updated editions.
5. I assume all responsibility for questions of copyright or literary rights that may arise.
6. I agree to pay all duplication charges that may occur with my order, including costs to produce copy negatives.
7. I agree to pay all reproduction use fees when publishing, reproducing or broadcasting this material in any format.

Name: _____

Organization/Company: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: () _____ eMail: _____

Please check one:

Mail my order to the above address. There is a minimum of \$5.00 shipping/handling fee for orders.

Call me at the phone number listed above when my order is ready.

Send my order Federal Express and bill my account number:

Signature: _____ Date: _____

All four pages of this form must be complete when submitting a request.



Project Information:

Name/Title of Project: _____

Author/Editor/Director: _____

Estimated Publication/Production Date: _____

Non-Profit: Yes No Non-profit Tax ID: _____

Format (Please check all that apply to your project):

- Book/Article TV Broadcast Video CD Rom/Computer program
- Website Advertising Exhibit Other: _____

Publisher/Production Company Information:

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Distribution Information (Please check all that apply to your project):

- Print Media Film/Video Other _____
 - Local market North America World Wide
 - Network/syndication/cable Reprint/Re-use
 - Cover Full page Less than full page
- Print run for the first edition: _____ Any of above, with repeats

Rights in Perpetuity for the life of the project (additional charge added to fees based on the above information):

- One format (\$500) Multiple formats (\$1,000)

List object identification numbers for images used:
