



Application for Permission to Publish or Reproduce Archival and other
Materials

This application is required to be filled in by the applicant in order for permission to be granted to publish or reproduce images of materials held at Moore Theological College.

By signing this application, the applicant agrees to abide by all terms, conditions and provisions of this agreement.

Permission is granted only when this application is countersigned by the Library Manager or her authorized representative and when all fees are paid.

Name of applicant (Organisation)

.....

Name of responsible officer

Address:.....

Telephone:.....

Fax:.....

Email:.....

Material for which permission to reproduce is sought:

Intended use of material

Total fee:

Signed: _____

Position _____

Date: _____

Signed forms may be faxed to +61 2 9577 9898

Scope of permission

1. Permission to reproduce an image is given for the express intended use described in the application. Permission is granted for one time, non-exclusive use of the image. If there is a change to the purpose for which the image is sought, written permission to use the image must be granted by Moore Theological College.

2. Permission to reproduce images is valid only for the individual, company or institution who signs the agreement and may not be transferred, sold or otherwise disposed of without written permission from the College. Copies or prints of images from Moore Theological College may not be deposited or placed on file in any other repository. This includes electronic filing methods.

3. The College is not the copyright owner of the majority of images that it holds. It is the applicant's responsibility to be aware of and apply current copyright legislation correctly. The applicant agrees to indemnify Moore Theological College from any costs or claims arising from infringement of copyright in relation to copies of images supplied to the client.

4. The Moore Theological College Library requests that two copies of any item in which the material provided by the College has been used is sent addressed to the Library Manager on publication.

Credit

In addition to any copyright credit, all use of the materials must credit Moore Theological College as the owner of the source material. The source credit shall read substantially as:

Samuel Marsden Archives, Moore Theological College Library

Approval

When signed by the Library Manager of the College or her authorized representative, this form constitutes permission to publish or reproduce as outlined in this application.

Signed: _____

Position _____

Date: _____