

# Permission to Use and/or Loan Agreement

Bradford County Historical Society

**Warning concerning copyright restriction:** The copyright law of the United States (Title 17, U.S. Code) governs the making of photocopies or other reproductions of copyright material. Under certain condition specified by law, libraries, and archives are authorized to furnish photocopies or other reproductions of copyrighted works. One of these specified conditions is that the photocopy or reproduction is not to be “used for any purpose other than private study, scholarship, or research.” If a user makes a request for, or later uses a photocopy or reproduction for purposes in excess of “fair use,” that user may be liable for copyright infringement. This institution reserves the right to refuse to accept a copying order if, in its judgment, fulfillment of the order would involve violation of the copyright law. The granting of permission to publish by the BCHS does not absolve users of materials from securing permission from copyright owners and payment of such additional fees as the owner may require if the BCHS does not own the copyright of if the material is not in the public domain. Applicants assume all responsibility for questions of copyright, right of publicity, and invasion of privacy that may arise in copying and in use made of the photographic copy.

The BCHS does not sell duplications, but rather performs the service of reproduction for which a fee is charged.

Purchasing reproductions are for research use only and may not be used for either publication, exhibition, or any other public purpose without an approved Permission to Use and/or Loan Agreement of the BCHS.

Permission for use and/or loan does not take effect until a signed Permission to Use Agreement has been approved by BCHS.

Permission is for a one-time use only.

Any publication, exhibition, or other use of material reproduced from the collections of the BCHS must credit the Bradford County Historical Society.

In requesting permission to reproduce materials from the collections of the BCHS as described, the requestor agrees to hold harmless the BCHS and its Trustees, Officers, and agents either jointly or severally from any action involving infringement of the rights of any person or their heirs and descendants in common law or under statutory copyright.

Permission to reproduce materials in which reproduction rights are reserved must be granted by a signed written permission of the person(s) holding those rights.

Consideration of the requirements of copyrights is the responsibility of the author, producer, and publisher. Applicants assume all responsibility for questions of copyright and invasion of privacy that may arise in copying and using the materials. Please complete the applicable section on the opposite side of this sheet and return it along with your Photo Reprint Order Form.

Requestor may not reproduce copies of images nor grant other parties permission to create reproductions or facsimiles of the image(s).

Please complete the section below.

Company/Agency/Organization: \_\_\_\_\_

Requestors Name: \_\_\_\_\_

Requestors Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Requestors Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Anticipated date of publication, release, or exhibit: \_\_\_\_\_

**Material requested for use and/or loan:**

Description of item(s)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Use to be made of Material Requested:**

\_\_\_\_\_ Book \_\_\_\_\_ CD-ROM \_\_\_\_\_ Magazine/Newspaper \_\_\_\_\_ Video/DVD \_\_\_\_\_ Brochures \_\_\_\_\_ Postcards

\_\_\_\_\_ Posters \_\_\_\_\_ Calendars \_\_\_\_\_ Periodicals \_\_\_\_\_ Catalogs \_\_\_\_\_ Displays

\_\_\_\_\_ Television: Commercial \_\_\_\_\_ Public Television \_\_\_\_\_ Broadcast \_\_\_\_\_ Broadcast & All Media

\_\_\_\_\_ Documentary \_\_\_\_\_ Online/Website \_\_\_\_\_ Promotion

**Usage Fee:**

A **\$25.00** fee is charged for any one time use. Permission is contingent upon payment of all fees. Board of Trustees may waive this fee.

In accordance with the reproduction agreement set forth, I have read and understand the Bradford County Historical Society Usage agreement and fully agree to adhere to all conditions outlined in said agreement.

Requestors Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**BCHS use only**

Date Contacted: \_\_\_\_\_ by: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

(BCHS authorized signature)