

IMAGE REPRODUCTION INQUIRY FORM

Date: _____

CONTACT INFORMATION

Name: _____
 Organization: _____
 Mailing Address: _____
 Phone number: _____
 Organization: _____
 E-mail: _____

PURPOSE OF IMAGE USE

Research/ Personal Use Website Exhibition/ Display
 Publication Promotional Material Other: _____

DESCRIPTION OF PROJECT (not the description of the material to be used)

Description/ Title of project/publication _____
 Publication Type(s) ¹ _____
 Author/ Creator/ Curator _____
 Publisher/ Sponsor _____
 URL or Place of publication/ project _____
 Date of Publication/ Use _____
 Number of copies/ duration of use _____
 Related Materials _____

HOW/ WHERE IMAGE WILL BE REPRODUCED

In its entirety Black & White Cover Overprint
 As a detail Colour Within Text

Minimum image resolution: _____
 Date image needed: _____

TITLE/ DESCRIPTION OF IMAGE(S) TO BE USED

Object Title or Description	Collection	Accession # (if known)

¹ E.g. book, e-book, website, multimedia, article, film TV, CD-ROM, calendar, cards, advertisement, unpublished report, thesis, dissertation, exhibition etc.

