

Image Permission and Use Agreement

I/we request permission to reproduce the image(s) listed below from the IUPUI University Library Special Collections and Archives, acting on behalf of the Indiana University Board of Trustees, for the purpose specified in this agreement. I/we agree to abide by the following terms:

- 1. Credit must be given to the IUPUI University Library Special Collections and Archives and, if known, the creator of the work. The format of the credit line is: [Item Title, Number, or Description], IUPUI University Library, Ruth Lilly Special Collections and Archives. Films, videotapes and slide shows may use a credit section at the beginning or end. For web site use, credit should appear either next to or directly below the image; if the image is available in IUPUI's digital repositories, include a link to the image.
- 2. **Permission is granted for one time use.** To reuse photographs, please request permission in writing from the Archivist.
- 3. Permission to publish is contingent on the receipt of this form and the fee.
- 4. A copy of the publication containing the image(s) should be given to the IUPUI University Library Special Collections and Archives as soon as the work has been published.
- 5. IUPUI University Library Special Collections and Archives does not claim to control the rights of reproduction for pictorial material in its collections. The publishing party assumes all responsibility for clearing reproduction rights and for any infringement of the U.S. Copyright Code.
- 6. Photographs may be cropped to suit design and layout, but they may not be altered or drawn upon so that they look in any way different from the way they appear in the collection.
- 7. The Special Collections and Archives reserves the right to refuse permission and/or provide image reproduction services to publishers and individuals who have not complied with its policies.
- 8. The Special Collections and Archives reserves the right to decline reproduction of fragile items or for inappropriate use.

I/we hereby agree to the conditions specified above.

Signature	
Name (please print)	
Organization	

Address	
Email	
Purpose of Use	
Date of Use/Publication	
Item IDs (or location and description)	
Please return the signed origing IUPUI University Liber 755 West Michigan Solution Indianapolis, IN 4620 or email a scan to specific speci	orary Special Collections and Archives street
♦♦ To be completed by IU	PUI University Library Special Collections and Archives ◆◆
Fees:	
\$25/image for comme	books, brochures, magazines, newspapers, films, & video production
Waiver(s)	
	to reproduce the above photographs provided the Requester pove and pays the use fee, if applicable.
Signature of Archivist	Date

Rev. 2022-08-03