REQUEST FOR PERMISSION TO REPRODUCE OR PUBLISH PHOTOGRAPHS/ARCHITECTURAL DRAWINGS

__________________________________________________________, requests
(Name, Institution)
to exhibit, resell, reproduce or publish agreed upon photographic images/architectural
drawings from the Highline Historical Society collections, in the following publication or
manner:

>Title of Publication/Display/Film, etc.)

(Anticipated Date or Duration of Use)

(Name, Address of Institution/Business/Publisher)

(Brief description of use, size of printing, display, etc.)

I/We agree to these stipulations (Please read carefully and thoroughly):

1. Written permission must be secured from the Highline Historical society to exhibit,
   resell, publish, or reproduce in any form, any photographic images/architectural
drawings obtained directly or indirectly from the Historical Society. Permission is
   granted for one-time mutually agreed upon use(s) only. All other rights, including
   those of further reproduction or publication, are reserved in full by the Highline
   Historical Society.

2. All photographic images/architectural drawings obtained from the Highline
   Historical Society for temporary exhibit display, publication and/or any other form of
   reproduction are subject to normal fees but are considered to be on loan only and
   shall be returned to the Historical Society after their agreed upon one-time single or
   multiple use. All photographic materials are to be returned within three months
   unless agreed otherwise. A replacement fee shall be charged for
   images/architectural drawings not returned within the agreed upon time period.
3. All efforts should be made to make reproductions as faithful and accurate as possible. Alteration in reproductions of photographs are subject to prior review and/or approval. All reproductions, in any form, produced directly or indirectly from images/architectural drawings acquired through the Highline Historical Society are bound under the original agreement(s) under which the original materials (Historical Society images/architectural drawings) were obtained.

4. Credits: The following basic credit line is required for all reproductions of photographs: “Image/Drawing #, Collections Name, Highline Historical Society.”
   A) With printed matter, it is preferred that the credit line appear on the same or facing page as the illustrations or with other “sources of illustrations.” Crediting of each individual image is necessary in all cases.
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5. Publishers, advertisers, film-video producers, and other’s reproducing in any other format, shall furnish the Highline Historical Society WITHOUT CHARGE, one (1) copy of each item, advertisement, publication, book, 1/2 inch video or 35 mm slide of that which reproduction appears.

6. The Historical Society gives no exclusive rights to any publisher, author, or photographer, and assumes no responsibility for duplication of subjects by others and no responsibility for claims by third parties.

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8. The Applicant further agrees to define, indemnify, and hold the Highline Historical Society harmless as to any actual or alleged copyright infringement or related claims.

I/We have read and agree to the above listed stipulations concerning use of photographs, film and architectural drawings from the Highline Historical Society.

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