



PO Box 17775 Seattle, WA 98127

Email: archives@ballardhistory.org

Application for Permission

PLEASE PRINT			
Name _____	Company _____		
Address: _____			
City _____	State/Country _____	Zip/Postal _____	
Phone _____	Fax _____	Email _____	

I have read and agree to the conditions below and understand that failure to comply with these guidelines may result in the denial of future requests for reproduction and licensing by Ballard Historical Society. I am authorized to enter into this agreement on behalf of the organization named above and enter into this agreement on behalf of that organization and personally.

Signature _____

Date _____

- I will not use or authorize others to use the material or copies licensed herein, for any purpose whatsoever, including all forms of publication, except as specially provided in this agreement without first obtaining a written letter of permission from the Ballard Historical Society (BHS).
- I agree to use the image/s provided without significantly altering it/them through conventional or electronic means. Altering or manipulating the image beyond standard cropping and resizing requires permission from BHS. Website use must be at a resolution of 72 dpi or less.
- All images will be used with the following credit line: *Ballard Historical Society* plus image number (For example *Ballard Historical Society, 2003-2-1.jpg*). Television and film projects may use the credit without the accession number for broadcast. The credit information for digital files must be integral with the image as it is displayed, so that downloading of the image includes the credit line.
- I understand that there may be fees involved for using this material and I agree to pay any charges required by this request.
- One copy of the publication/project shall be donated to the BHS. (In the case of film, a video copy is acceptable.) BHS must be notified with the URL address of all website uses and notified of all URL address changes.
- I agree to defend and indemnify, the BHS, its officers, and/or employees or designates harmless from and against any and all liability, including costs and expenses, based on the violation of rights of ownership, infringement of copyright, or invasion of rights of privacy, or laws of libel, resulting from our use of such materials or copies licensed for use by the BHS.
- I understand that the BHS makes no representation of exclusive ownership of the rights to any image. The user assumes all responsibility for conforming with the laws of libel and copyright, which may apply to the use of this material.



PO Box 17775 Seattle, WA 98127

Email: archives@ballardhistory.org

Application for Permission

PROJECT DESCRIPTION

Title of Project :		_____
Author/Director :	_____	Estimated release date: _____
Publisher/Production Company: _____		
Nonprofit status	-----	Nonprofit ID# _____
Student/Faculty/K-12	-----	Institution name or student ID # _____
University Faculty/Staff	-----	Department _____

Format Distribution Information (please check all that apply)

Permissions include the use in promotional materials related to the described project

Print Media (book, article, newspaper, etc.)

- | | |
|--|---|
| <input type="checkbox"/> Book/magazine/journal: # of copies _____ | <input type="checkbox"/> Postcards/Calendars/Posters: # of copies _____ |
| <input type="checkbox"/> Newspaper article: # of circulation _____ | <input type="checkbox"/> Publication Cover |
| <input type="checkbox"/> Catalog/brochure/flyer: # of copies _____ | <input type="checkbox"/> Thesis/Dissertation |
| <input type="checkbox"/> Non-broadcast video | |

Electronic, Film and Video (film, television, theatrical, video, DVD, CD-ROM and internet)

- Local distribution
- National distribution
- Worldwide distribution

Other Uses

- | | |
|---|--|
| <input type="checkbox"/> Advertising | <input type="checkbox"/> Presentation (In-house Corporate/Educational) |
| <input type="checkbox"/> Exhibitions | <input type="checkbox"/> Presentation (Commercial) |
| <input type="checkbox"/> Commercial Display | <input type="checkbox"/> Theater/Live Event |
| <input type="checkbox"/> Office Display | <input type="checkbox"/> Classroom Project |
| <input type="checkbox"/> Commercial Product | <input type="checkbox"/> Other _____ |

REQUEST TO ALTER IMAGE

Describe alteration _____

IMAGES USED (Please list accession numbers)
