

## Claresholm & District Museum Box 1000, Claresholm, AB T0L 0T0 5126 1<sup>st</sup> St. E (Hwy 2) & 5115 2<sup>nd</sup> St. E

## 403-625-1742 museum@townofclaresholm.com www.claresholmmuseum.com

## Copy and Use of Archives: LETTER OF PERMISSION

Name:			
Address:			
City:	Province	Postal Code	
Phone:			
Email:			
ID # or Description of in	nage to be used:		
Copyright:  □ It has been determined to public domain, or that the  Intended Use or Purpose	Claresholm Museum ac	nage(s) listed above has expired and is in the dministers copyright.	
Intended Use or Purpose	<b>::</b> 		

#### **Conditions:**

- Images may not be altered in any way that will change their meaning.
- Images may not be used for any purpose other than that stated above.
- Credit must be given in close proximity to the image in the following format "Image courtesy of the Claresholm Museum" followed by the ID # for the image, if provided, for example 011.020.003.
- You do not have permission to re-sell or re-use the image.
- You do not have permission to transfer this Letter of Permission to anyone else.
- The Use Fee must be paid before the image will be provided.

## **Image Request Specifications:**

Format: □tiff □jpeg Resolution: □300dpi □600dpi

Medium: send electronic image by email

□burn image to CD & pick up or receive by mail

print image on photo paper & pick up or receive by mail



# Claresholm & District Museum Box 1000, Claresholm, AB T0L 0T0 5126 1<sup>st</sup> St. E (Hwy 2) & 5115 2<sup>nd</sup> St. E

# 403-625-1742 museum@townofclaresholm.com www.claresholmmuseum.com

Use Fee:	
Processing request, scanning, labour @ \$10.00/image	\$
Research time if applicable @ \$10/hr	\$
CD (\$1.00) or Paper (\$0.25/pg)	\$ \$
Postage if applicable	\$
Donation to Claresholm Museum (optional)	\$
Total	\$
Payment Information:	
□Cash in person □ □Cheque (made out to Town of	Claresholm)
Usage Agreement:	
is granted permission:	for a non-exclusive one-time use only
with world rights for 10 years of the image(s) listed aboratherence of the conditions stated. Any further copying of the Claresholm Museum may be an infringement of Signature below indicates that the Intended Use or Purptrue and that you agree to the Conditions as stated, and	g of the image(s) without the authorization the copyright laws.  pose information you have provided is
Signature:	
Printed Name:	Date:
If you have any questions please contact the Claresholm	n Museum.
Permission Agreement:	
The Claresholm Museum grants	
permission to use the image(s) listed above according to	o the Conditions and Usage Agreement
stated, as authorized by:	2 2
Signature:	Date:
Printed Name:	Position: