### Applicant Information

(PLEASE TYPE OR PRINT)

<table>
<thead>
<tr>
<th>Name</th>
<th>Company</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>City</th>
<th>State/Country</th>
<th>Zip/Postal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Phone</th>
<th>Fax</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Description of Use:

**Title:**

____________________________________________________________________________________________

**Author/Director:**

____________________________________________________________________________________________

**Publisher/Production Company:**

____________________________________________________________________________________________

**Estimated Publication/Release Date:**

____________________________________________________________________________________________

**Purpose of Use:**

- [ ] Academic/Educational Use
- [ ] Non-profit Use
- [ ] Commercial Use

### 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.)

- [ ] Book/magazine/journal: edition run (how many copies?) ______
- [ ] Catalog/brochure/flyer ____________________
- [ ] Newspaper article: Circulation size ________
- [ ] Personal publishing (1000 or fewer copies) ______
- [ ] Cover
- [ ] Thesis/Dissertation

**Film Production** (one use for the life of the project)

- [ ] Theatrical
- [ ] Other ____________________
- [ ] Non-theatrical distribution
Television Production (one episode/appearance for the life of the project)

☐ Local
☐ National
☐ Worldwide
☐ Other _____________________

Non-Broadcast Video Production (one use appearance for the life of the project)

☐ Home video sales/rental
☐ Instructional
☐ Other _____________________

Digital

☐ CD-ROM
☐ DVD
☐ E-Books/Journals
☐ Thesis/Dissertation
☐ World Wide Web

Other Uses

☐ Advertising only
☐ Presentation (In-House Corporate/Educational)
☐ Exhibits
☐ Commercial Display
☐ Commercial Product
☐ Classroom Project
☐ Presentation (Commercial)
☐ Theater/Live Event
☐ Other _____________________

Materials to be used: Please list collection(s) and item number(s) (if available)

_____________________________________________________________________________________________________

_____________________________________________________________________________________________________

Terms and Conditions

- I agree to use the materials only once in the specified use described above. I understand that later or different use constitutes reuse and is prohibited. I understand that subsequent requests for permission to reuse images must be made in writing and that additional fees may apply.

- Prints or copies in any format ordered from these collections may not be copied, deposited, or placed in any other repository without written permission from SBU Libraries.

- I agree to use the following credit line: [Name of Collection], [Collection Number or Item Number, if available], Special Collections and University Archives, Stony Brook University Libraries. 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. Television and film projects may use the credit without the item number for broadcast. When the name of a photographer is supplied, it is suggested that this also be included in a caption.
I understand that SBU Libraries makes no representations regarding ownership of the rights to any materials. In consideration for the use of these materials I assume all responsibility for my use of the material, and agree to indemnify and hold harmless, Stony Brook University its employees and officers and, the State University of New York, including its trustees, faculty and staff and other agents from any liability, damage or claim of copyright infringement, defamation, invasion of privacy, or other violations of state or federal law. I have read and understand the SBU Libraries disclaimer and the Special Collections and University Archives copyright notice.

I understand that there may be fees involved for using this material and I agree to pay any charges required by this request.

We encourage applicants to donate one copy of the work in which the material appears to the Special Collections and University Libraries. Applicants are encouraged to provide the department with the URL address of all website uses.

I understand that SBU Libraries makes no representation of exclusive ownership of the rights to any image.

I have read and agree to the above Terms and Conditions, and I understand that failure to comply with these guidelines may result in the denial of future requests. If applicable, I am authorized to enter into this agreement on behalf of the organization named above, and I enter into this agreement on behalf of that.

Signature _________________________________________________   Date _____________________________

AUTHORIZATION

SBU Libraries agrees to release a copy of the materials described above to the applicant for the purposes described in this application.

_________________________________________   ____________________________
For SBU Libraries                          Date