<u>The Mineralogical & Geological Museum at Harvard University – Statement of Intended Use of Photographs</u>

Please print this screen to submit orders by mail or via email to:
The Mineralogical & Geological Museum at Harvard University
24 Oxford Street,
Cambridge, MA 02138
ralonso@fas.harvard.edu

Date	
Requestor Name	
Organization	
Federal ID # for Non-Profits	
Address	

MATERIAL REQUESTED

MGMH - Harvard Image Number(s): MGMH ID# Digital File # Title:

USE TO BE MADE OF MATERIAL REQUESTE

Book CD-ROM magazine/newspaper scholarly journal video/ DVD eBookDissertation/thesisnon-broadcast documentary promotion other (please
specify)
Television: Commercial Public television
Broadcast only Broadcast & all media (excludes future media not yet invented)
Brochure/ catalog: Image size ¼ pg 1/2 pg 3/4 pg Full pg Cover
Online/ web site: up to 1 year 1-5 years 5-10 years
iPhone or Android Application (app)
Exhibition: Temporary Traveling Permanent
PowerPoint: Temporary Traveling Permanent
Calendar
Title/Description:
Author/Producer:
Publisher/ Production Co
Publication/Broadcast/Opening Date:
Image(s): B/W Color
Placement: Interior Cover Dust/Jacket: Full Composite Other (please specify)
Print Run/Circulation: ISBN (if available)
Territory: North America Worldwide
Languages: Single Language Two or More Languages
Editions: First use Reuse
I hereby agree to the terms and conditions and credit guidelines set forth in the MGMH - Harvard
Contract for Permission to Use or Publish Photographs:
Requester signature Date
Date
Use Approved (MGMH - Harvard authorized signature)

Note: Countersigned permission form and invoice for use fees will be sent to the attention of the person requesting permission unless otherwise noted. Permission for use is not authorized until form has been countersigned by MGMH - Harvard. Permission is contingent upon payment of all fees.