

Raymond H. Center Library Trinity College of Florida 2430 Welbilt Blvd. Trinity, FL 34655 727-376-6911, ext. 341

## Application for Permission to Publish Text or Images

## Instructions and Policies:

- 1. Please type, sign and submit all request forms via fax, email attachment or in person.
- 2. Complete all forms in their entirety.
- 3. Please make sure to sign all forms. Unsigned forms will be returned.
- 4. Illegible, incomplete and/or unsigned forms will be delayed or returned.
- 5. When permission to publish Trinity College of Florida's archive materials is granted, it is for **one-time use only**. In order for the same materials to be authorized for publication again, you must reapply for permission.

	Patron Contact Info	ormation
Name		
Organization		
Address		
City, State, Zip		
Phone		
Email		
Ma	terial Requested for Use/	Publication
Photograph	Audio Recording	College Publication
Book, Yearbook	Senior Thesis	Documents, Papers, Correspondence
	Publication Detail	S
Title/Description		
Author/Producer		
Publisher/Production		
Release/Broadcast Date		
Placement		
Print Run/Circulation		
I will donate a copy of this publicat	ion to the Raymond H. Center Lit	orary? Yes No



Raymond H. Center Library Trinity College of Florida 2430 Welbilt Blvd. Trinity, FL 34655 727-376-6911, ext. 341

## **Requesting Permission to Publish the Following Material**

Description of material to be used: Please include exact information regarding the material used by

attaching to this form a copy of every photo or quote that will be used in publication.

- I will credit all materials as follows: Courtesy of Raymond H. Center Library/Trinity College of Florida
- I agree to all the Terms and Conditions outlined by the librarian, this form and the Raymond H. Center Library website and assume full responsibility and any attendant liability for the fair use of materials requested in total compliance with the copyright law of the United States (Title 17, United States Code) or other rights of third parties that may arise through the use of the requested materials, and further agree to hold harmless the Raymond H. Center Library and Trinity College of Florida from and against any and all damages and claims.
- By signing below, I acknowledge that this request constitutes a <u>non-exclusive/one-time use only</u>. Also, I agree to contact the Raymond H. Center Library for permission to use, duplicate or distribute images or text outside the context of this request.

Authorized Signature	Date
Print Name	

Do NOT mark below- For Raymond H. Center Library Staff Use Only		
Permission Granted by:		
Permission Denied by:		
Signature	Date	