

Rights and Reproduction | galleries.lafayette.edu/art-collections/ Williams Center for the Arts |317 Hamilton Street | Easton, PA 18042 Tel: (610)-330-5361 | Fax: (610) 330-5642 | art-rights-and-repro@lafayette.edu

Permission is hereby requested to reproduce the following object(s) in the permanent collection of the Lafayette College Art Collections for the following purpose:

Title of artwork:	
Artist:	
Color: black & white new use	reuse
Project title: Type of project (research, publication, exhibition title, film, etc.):	
Author(s)/Editor(s):	
Publisher(s)/Producers(s):	
Expected date of publication/	Print run:
	is reproduction will abide by all conditions listed on contingent upon payment of the charges detailed
Signature of applicant:	Date:
attn.:	
Tel:	Fax:
Address:	
email address:	
Dropbox/FTP transfer site Address:	
	ature, title, date for Lafayette College Art Collection

use fee: \_\_\_\_\_

credit card payment



## CONDITIONS UNDER WHICH PERMISSION IS GRANTED TO REPRODUCE WORKS OF ART IN THE COLLECTION OF LAFAYETTE COLLEGE

1. Reproduction use permission from Williams Center Art Gallery on behalf of the Lafayette College Art Collections (the "Gallery") is granted only for the specific work of art identified on the reverse hereof. Further, applicant shall only use the reproduction in the publication or in the manner specified on the reverse hereof. Unless otherwise noted, permission is only granted for one usage in one publication or project, for one edition and one language. Reproduction of works of art in additional language editions or subsequent or revised editions will be considered upon application. Unless otherwise indicated, website images can be posted for \_\_\_\_\_years.

2. Reproduction from printed or other non-photographic materials, or from photographic materials not supplied by the Department of Rights and Reproductions, Williams Center Art Gallery & Collections, is strictly prohibited.

3. Use fees must be paid on all digital files whether or not they are reproduced. Applicant shall not duplicate, sell, loan, or otherwise transfer the digital files to any other person or entity without the prior written consent of the Gallery.

4. Each object must be reproduced in its entirety and the reproduction may not be bled off the page or cropped in any way without prior written consent. Nothing may be superimposed on the reproduction, including text. Reproductions must be full tone black and white or full color. Application to reproduce a detail from a work will be considered only upon receipt of a sketch or photograph marked to show the area to be reproduced; the caption must include the word "detail." A COLOR PROOF MUST BE SUBMITTED: yes\_\_\_\_\_ no:\_\_\_\_\_

5. An accurate credit line (as provided) must be shown in immediate proximity to the reproduction or in the section within the publication devoted to acknowledgments, formatted as follows: Artist, Title, date, medium, size, (Collection title) Easton, Pennsylvania. Donor credit, Photographer credit (when applicable). *Text for the credit line will be provided with the image file.* 

6. Applicant shall provide the Gallery with at least one tearsheet or photocopy \_\_\_\_\_\_ or complete copy of the publication \_\_\_\_\_\_in which the reproduction(s) appear, free of charge.

7. The Gallery assumes no responsibility for any royalties or fees claimed against the applicant or the Gallery by third parties, nor does the Gallery guarantee or warrant that the reproduction permission granted herein is the only permission needed to insulate the applicant from claims of infringement from parties other than the Gallery. This reproduction permission does not purport to govern any such rights which persons other than the Gallery may have under the laws of the United States or the laws of any of the various countries in which the reproduction(s) may be published, displayed or distributed.

8 Under no circumstances does the Gallery grant exclusive world rights to reproduce any works in our collection.

9. Payment may be made by check to "Lafayette College" to the address on reverse or by credit card.