Agreement
Use Guidelines for Photographic Reproduction

UBC Okanagan Special Collections staff will arrange for digital or photographic reproduction of its graphic materials under the conditions outlined below. This form must be signed and submitted when the order is placed; in so signing, the user signifies an understanding of and agreement with the following conditions.

Conditions of Reproductions

1. All graphic reproduction will be arranged through the UBC Okanagan Special Collections.

2. Reproduction may be refused in the cases of copyright infringement, donor restrictions or the physical condition of the requested item.

3. While UBC Okanagan Special Collections staff will assist in providing contact information for copyright holders, the user assumes full responsibility for avoiding infringement of copyright and for securing publication rights to the reproduced materials.

4. Reproductions may not be further duplicated for sale or subsequently be disseminated without specific agreement and the payment of any applicable fees.

5. Unless authorized in writing by the UBC Okanagan Special Collections and noted in the credit line, images will not be shown with added colouring, superimposed or transposed, or altered or cropped in any way that significantly changes the meaning or context of the image, or compromises its authenticity as an historical document.

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An appropriate credit line must be given in all cases of publication, exhibition, presentation or other display of reproductions from UBC Okanagan Special Collections materials. Credit must be given to the UBC Okanagan Special Collections: in the case of photographs, the photographer (if identified) and the image number must also appear (e.g.):

University of British Columbia Okanagan Special Collections, Simpson photo [OSC-ARC-02-01-02-032]
University of British Columbia Okanagan Special Collections, Photo by S.M. Simpson [OSC-ARC-02-01-02-032]
Identification number(s) of requested item(s)

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Statement of Intended Use

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☐ Reproductions are intended for publication, exhibition, presentation, or design or similar purposes. Please detail your plans below (e.g., publication title, publisher’s name and address, location and dates of exhibition, design firm name and address and client name and address, etc.).

___________________________________________________________________________________

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I have read and agree to the above conditions and understand that failure to comply with these guidelines may result in the denial of future requests for reproductions.

Please sign and date

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Signature of requestor                                                                         Date

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