

# Photo or Image Use Agreement

This agreement is made on the \_\_\_\_\_ day of \_\_\_\_\_ between the Lake Forest-Lake Bluff Historical Society and

\_\_\_\_\_, \_\_\_\_\_  
(name) (address)

## Applicant's Statement of Intended Use

**Personal/Non-profit:** (circle one) display in home/ personal gift/ other (describe)\_\_\_\_\_

**Commercial:**  Display in office or on commercial premises

Advertising – please describe:

\_\_\_\_\_  
 Publication (book, article, film/TV, website, etc.) – please describe:

\_\_\_\_\_  
 Other Commercial use- please describe:

The applicant, by requesting and accepting photographic reproductions from the Historical Society, agrees to observe and obey all of the following conditions or this intended use:

- 1. To use the image copy o(or copies), listed on the Photograph Request, dated \_\_\_\_\_, only once and only for the purpose listed in the Statement of Intended Use.** Any subsequent or different use ( including subsequent editions, book club editions, different language editions, etc.) constitutes a re-use and must be applied for separately and in writing. There is a re-use fee.
- 2. To credit properly: “Courtesy of the Lake Forest- Lake Bluff Historical Society” must appear** in the credit line near each image in printed works or exhibits, whether hardcopy or online, on the same page or a facing page. In films, acknowledgement must be included in the credits or sources section.
- 3. To give the Museum one complimentary copy** of any published work or artwork in which the reproduced image(s) appears.
- 4. Not to permit others to reproduce the image(s)** or facsimile thereof.

I understand (a) that the Historical Society makes no representation that it is the owner of any copyright or other literary property in the materials contained in its archives, (b) that, in providing access to or permitting the reproduction of any such materials, the Historical Society does not assume any responsibility for obtaining or granting any permission to publish or use the same, and (c) that the responsibility (i) for determining the nature of any rights, and the ownership or interest therein, and for obtaining the appropriate permissions or use and (ii) for determining the nature of any liabilities (including liabilities for defamation and invasion of privacy or publicity) that may arise from any publication of use, rests entirely with the researcher.

Applicant's Signature: \_\_\_\_\_

Museum Signature: \_\_\_\_\_