



## IMAGE USE & LICENSING AGREEMENT

The agreement applies only to photographs which are owned by The Bata Shoe Museum Foundation or which The Bata Shoe Museum Foundation is authorized to sub-license. Permission is granted to reproduce photographs when the following conditions are met:

1. Full credit must appear in immediate proximity to the reproduction or as approved by the Museum. The credit line must include “© Bata Shoe Museum, Toronto [current year]” and other information if required and as outlined in Section B of the Permission to Reproduce Request Form.
2. The photograph cannot be altered in any way except by written approval of the Museum.
3. Each photograph must be identified by museum number, title, and photographic credit, if required, in an appropriate portion of the publication.
4. Two copies of the final publication will be sent at no charge to the attention of the Collections Manager.

### PERMISSION TO REPRODUCE

The Bata Shoe Museum Foundation hereby grants the right to reproduce the photographs identified on page two of this agreement. The Bata Shoe Museum Foundation has the authority to grant the reproduction rights contained herein. The Applicant hereby agrees to indemnify The Bata Shoe Museum Foundation for any costs or damages incurred, including without limitation all attorney fees expended, as a result of any violation by the Applicant of any copyright, publication rights or related interest pertaining to the subject matter of this application.

Hereby signed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Director, Bata Shoe Museum  
(On behalf of The Bata Shoe Museum Foundation)

\_\_\_\_\_  
Applicant

# IMAGE LICENSING REQUEST

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Please complete Section A and return to the Collections Manager, Bata Shoe Museum, 327 Bloor Street West, Toronto, Ontario, M5S 1W7, Canada; [Suzanne.mclean@batashoemuseum.ca](mailto:Suzanne.mclean@batashoemuseum.ca); or fax to 416-979-0078. When countersigned by an authorized Museum representative, a copy will be returned to you.

## SECTION A

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, Province/State: \_\_\_\_\_ Postal/Zip Code: \_\_\_\_\_  
Country: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_  
Email: \_\_\_\_\_

Permission is requested from Bata Shoe Museum to use the following photographic material:

Accession Number	DESCRIPTION
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

For publication in: \_\_\_\_\_  
*Title of publication* *Edition*

\_\_\_\_\_  
*Author* *Publisher*

\_\_\_\_\_  
*Publisher Address* *City, Province/State*

\_\_\_\_\_  
*Postal/Zip Code* *Country* ( ) *Telephone*

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## SECTION B (for completion by Museum staff)

Permission is granted to the above for the described use.

Restrictions on use: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Credit line information required: \_\_\_\_\_  
\_\_\_\_\_

Approved \_\_\_\_\_  
*Authorized Museum Representative, Title* *Date (D/M/Y)*

# IMAGE RENTAL FEE SCHEDULE

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If these photographs are for personal use, study, lecture, non-profit publication or museum use, please use the non-commercial fee schedule.

If the photographs will be used in a profit-making publication or in advertising, even by a non-profit organization, or any other commercial use, the commercial fee schedule applies.

If you are a non-profit organization ordering photos for non-profit use, please quote your registered charitable number: \_\_\_\_\_

Otherwise, commercial fees will apply.

All rentals are due back 90 days after the date indicated on page one of this agreement.

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	Non-commercial	Commercial
<i>Black &amp; White Photographs from Existing Negatives</i>		
8" x 10" or smaller	\$25.00	\$50.00
<i>Colour Photographs from Existing Negatives</i>		
8" x 10" or smaller	\$25.00	\$50.00
<i>Colour Slides</i>		
Duplicate 35 mm colour slide from original negative	\$25.00	\$50.00
<i>Colour Transparency (existing photography)</i>		
2 1/4" x 2 1/4"	\$50.00	\$100.00
4" x 5"	\$75.00	\$150.00
8" x 10"	\$125.00	\$250.00
<i>Digital Image Files</i>		
Resolution as requested by applicant	\$25.00	\$50.00

**All prices quoted are in Canadian dollars and include regular postage and shipping charges.**

There is a minimum order of \$30. Orders of less than \$30 are subject to a service charge of \$10.

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Please allow three weeks from the time of our receipt of both the completed request form and pre-payment for routine processing. All orders are shipped postage paid via Canada Post unless otherwise specified.

Check here if you wish to use a commercial courier service: \_\_\_\_\_

The Museum will ship **collect** using the customer's account number only.

Please quote your courier name and account number: \_\_\_\_\_

## **IMAGE LICENSING FEE SCHEDULE**

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Reproduction fees are applied in addition to the cost of borrowing the photographic material. The following fees apply to one-time, one-language use in books, journals, magazines, catalogues, web pages, etc. Additional fees may apply to multi-language or world rights use.

If these photographs are for personal use, study, or lecture, there is no Rights & Reproductions fee.

If these photographs are for non-profit publication, or museum use, please use the non-commercial fee schedule.

If the photographs will be used in a profit-making publication, even by a non-profit organization, or any other commercial use, the commercial fee schedule applies.

If you are a non-profit organization ordering photos for non-profit use, please quote your registered charitable number: \_\_\_\_\_

Otherwise, commercial fees will apply.

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	<b>Non-commercial</b>	<b>Commercial</b>
<b>Image within body of text</b> (per 50,000 printed)	\$50	\$100
<b>Cover use (any size)</b> (per 50,000 printed)	\$200	\$400
<b>Advertising</b>		\$400

Prices are in Canadian dollars.

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