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### Application For Permission To Use Moving Images

**This form must be completed and signed before the reproduction order can be processed.**

*By signing this form I understand and agree that:*

1. I will not use or authorize others to use the material or copies licensed herein, for any purpose whatsoever, including all forms of broadcast and publication, except as specially provided in this agreement without first obtaining a written letter of permission from Special Collections.
2. I agree to use the footage provided without significantly altering it through conventional or electronic means.
3. All moving image footage will be used with the following credit line: *University of Washington Libraries, Special Collections.*
4. I understand that there **may** be fees for licensing this material and I agree to pay any charges incurred by this request.
5. I understand that permission to use these materials is contingent upon payment of all fees.
6. I agree to donate one copy of the finished project to the University of Washington Libraries. (In the case of film, a video copy is acceptable.) If the project involves a website the UW Libraries must be notified with the URL address and notified of URL address changes.
7. I agree to defend and indemnify, the UW, its agencies, their officers, and/or their employees or designates harmless from and against any and all liability, including costs and expenses, based on the violation of rights of ownership, infringement of copyright, or invasion of rights of privacy, or laws of libel, resulting from our use of such materials or copies licensed for use by UW.
8. I understand that the University of Washington Libraries makes no representation of exclusive ownership of the rights to any footage. The user assumes all responsibility for conforming with the laws of libel, privacy, and copyright, which may apply to the use of this material.

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

\_\_\_\_\_  
Print: Name/Phone Number

\_\_\_\_\_  
Agency/Institution

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*For Staff Use Only*  
 Job #: \_\_\_\_\_  
 Order Taken By: \_\_\_\_\_

Application For Permission: Project Description

Title of Project:		Estimated Release Date:	
Author/Director/Contact:			
Company/Institution			
Address			
Phone	Fax	Email	
Non-profit status	<input type="checkbox"/>	Non-profit identification number:	
Student/Faculty/K-12	<input type="checkbox"/>	Institution name or student Id #:	
U Wash. Faculty/Staff	<input type="checkbox"/>	Univ. Washington Department:	

**Permissions include the use in promotional materials related to the described project.**

**FORMAT DISTRIBUTION INFORMATION** (please check all that apply)

**Film/Video Production** (licensed for one use/episode/appearance for the life of the project)

- Standard/non-standard TV:  Local  National  World Wide
- Non-Broadcast  Non-Broadcast Instructional  Theatrical  Non-theatrical distribution
- Foreign Language rights  Home video/DVD sales/rental
- Other

**Digital**

- CD-Rom  DVD  Website

**Other uses**

- Print media  Other

**Request to Alter Original Footage** (Describe alteration)

**Footage Used**

Collection Number	Collection Name	Title/Description	ID# or MV #	Timecode Start	Timecode Stop	Notes

**W** UNIVERSITY LIBRARIES  
UNIVERSITY *of* WASHINGTON  
Special Collections

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