

THE FRICK COLLECTION

APPLICATION FOR REPRODUCTION OF ARCHIVAL MATERIALS
FOR EXHIBITION

Archives Researchers may not reproduce any visual or textual materials from the Archives for exhibition without the express written permission of The Frick Collection, as described in this Application.

To request copies or other reproductions of archival materials for exhibition, the Archives Researcher must read and agree to the below Terms and Conditions for Reproduction of Archival Materials for Exhibition; complete, sign and date the *Application Form for Reproduction of Archival Materials for Exhibition*; and submit it to the Archivist. If The Frick Collection approves the request, the Archives Researcher will receive an approved copy of this form granting permission for reproduction of archival materials for exhibition and a listing of the fees owed. Reproductions will not be provided until the required fees are paid.

TERMS AND CONDITIONS FOR REPRODUCTION OF ARCHIVAL MATERIALS FOR EXHIBITION

All matters related to the reproduction of archival materials for exhibition, including the nature and format of reproduction, are within The Frick Collection's sole discretion and supervision. These Terms and Conditions may be revised from time to time. The Frick Collection may refuse to approve any request for reproduction of archival materials for exhibition for any reason. Among the factors that the Frick will consider when deciding whether to permit reproduction for exhibition are: the condition of the archival materials whose reproduction is sought; the length and number of materials requested; the purpose of the reproduction; the sensitivity of the material's contents; whether the materials have been exhibited or published previously; and their copyright status.

COPYRIGHT

Where the archival materials whose reproduction is sought are protected by copyright anywhere in the world, The Frick Collection will not consent to reproduction for exhibition unless it is satisfied with the information provided by the applicant regarding the consent of any copyright owners to reproduction for exhibition. If the Frick owns the copyright in any item from the Archives, it does not by reason of the delivery of a reproduction of that item assign or license any copyright rights in the item or the reproduction beyond the right to exhibit the reproduction in the particular exhibition authorized. If the Frick does not own the copyright in an item from the Archives, it is the responsibility of the applicant to ascertain copyright ownership, to obtain consent of any copyright owners to reproduction for exhibition, and to comply with the pertinent copyright restrictions. The Frick will provide applicants with whatever copyright management information it has and any other restrictions that may apply to the archival materials being requested for reproduction.

PERMISSION TO REPRODUCE

Permission to reproduce an image of archival materials for exhibition is granted for non-exclusive, one-time use of a single reproduction in a single language unless otherwise indicated. Other than the reproduction in an exhibition authorized by the Frick, applicants may not duplicate in any way a photograph supplied by the Frick. Any subsequent use or re-use must be preceded by a new application and is not covered by the original permission to reproduce for exhibition or the original fees. Subsequent use includes revisions, translations, or additional use of any kind, as well as images used as a symbol or logo or for the promotion of a project.

Permission to reproduce an item depicting a visual image is granted so long as the image is reproduced in full. Requests to crop, bleed, tone, silhouette, superimpose type matter, or alter an image in any way must be included in the application with the exact layout of proposed alteration. If approved, the word "detail" must appear in the caption with the complete credit line. The area within the white border of a photograph, including inscriptions, may not be cut down or marked out. No reproduction may be printed on colored stock, and black-and-white photographs may not be printed with colored ink.

One complimentary copy of any material accompanying the exhibition in which the reproduction appears must be forwarded to the Archives Department of The Frick Collection.

NOTICES

Any and all references to archival materials shall cite the archival series and folder title (which The Frick Collection will provide if approval is granted), and bear the following credit line: "Courtesy of The Frick Collection/Frick Art Reference Library Archives."

If the item whose reproduction the applicant requests is protected by copyright, the exhibition must also include a copyright notice, either accompanying the reproduction or on accompanying material showing other copyright notices. If the Frick controls the copyright, it will provide the appropriate copyright notice.

FEES

The Frick Collection will determine the fee for reproduction for exhibition according to the schedule of fees, which may be revised from time to time. The fees will follow the schedule of fees charged by The Frick Collection for publication of images in its Collection. Payment in advance is required before the Frick will provide an approved reproduction for exhibition.

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(Please attach an additional sheet if more room is needed.)

Name _____

Address _____

Phone Number _____

E-mail address _____

Affiliation _____

REPRODUCTIONS REQUESTED

Please list the items that you propose to submit exhibit.

PROPOSED EXHIBITION

For use in the following (check all that apply): Exhibition Online Exhibition Accompanying Materials

Title of Exhibition _____ Date Image Is Needed By _____

Curator or Author _____ Institution or Venue _____

Language _____ URL (if applicable) _____

What is the subject matter of this exhibition?

COPYRIGHT

The Frick will provide applicants with whatever copyright management information it has and any other restrictions that may apply to the archival materials being requested for reproduction.

For each item, is it protected by copyright? _____

If yes, for each item, who owns the copyright? _____

If the copyright is not owned by the Frick, have you obtained permission in writing to reproduce the item for exhibition from the copyright owner? _____

If yes, please attach a copy of the written permission. If not, please describe efforts to obtain approval.

In making this application, the applicant confirms that he or she has read the Terms and Conditions for Reproduction of Archival Materials for Exhibition and agrees that this application, if granted, is subject to those Terms and Conditions. The applicant further understands that any failure to observe these terms will result in withdrawal of permission to access the Archives, denial of any future access to the Archives, and liability for breach of contract and copyright.

Applicant's Signature _____ Date _____

This application is not effective until it is signed and dated by the Archivist or his/her designee.

PERMISSION

Approval by the Archivist _____ Date _____

No. of Items Approved _____

Exhibition Approved _____

Credit Line (Archival Series and Folder Title) _____

Copyright Notice (if any) _____

Fee _____