

Gwynedd Archives Service

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Council Offices
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Archifdy Meirionnydd
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Phone: 01341 424682
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Order Form and Declaration for Copies of Photographs for the purposes of the Copyright, Design and Patents Act 1988

This form must be printed, signed and submitted via post along with a payment in £ Sterling or by international money order. Cheques should be made payable to **Gwynedd Council**, and sent to one of the above addresses.

Full name:

Address and Post Code:.....

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Telephone No: **E-mail:**.....

Photograph Prices (Inclusive of V.A.T., but exclude £0.75 Postage & Packing))

Size(Inches)	Print
5" x 7"	£11
8" x 6"	£11
8" x 11"	£11
Scanned image on CD	£11

Reference no. and Description of the photographs of which copies are required:

Purpose for which copies are required (Full details "Research" is not sufficient):

Size, special requirements etc. (If left blank prints will be 8" x 6" (full plate) glossy):

Is it intended to use copy/copies in any publication, display, film or television or video programme?

If the photograph is to be published, you will need to complete the **Publication Permission** form.

DECLARATION:

- A. I have not previously received copies of the above material.
- B. I will not make a copy for any person.
- C. To the best of my knowledge the copyright owner has not prohibited copying the photograph.
- D. I understand that if copying is prohibited by the owner of the copyright, a copy supplied to me would be infringing the copyright, and I would be liable for the infringement of copyright as if I had made the copy myself.
- E. I have read, understood and accept the conditions governing the supply of copies of documents.

Signature: **Date:**

NOTES:

- 1. No negatives can be supplied
- 2. Separate permission must be sought for any reproduction of the above items
- 3. Please consult conditions for this on the Gwynedd Archives Internet site:
www.gwynedd.gov.uk/Archives

Example:

Reference No. & Description: XS3324/46 The Old House
(The Reference No. must be provided.)

Purpose for which copies are required: Family history

Details: 8" x 10" Photograph, Black & White, Matt

The charges would be:

8" x 10"	£11.00
Postage and Packing	<u>£0.75</u>
Total Cost	£11.75

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