



Chatsworth Photo Library

Image request and/or application for image reproduction

Permission is requested by (the Licensee):

Name: _____ Company: _____

Address: _____

VAT number: _____ (not required for UK)

Tel: _____ Email: _____

To reproduce the following item(s): (Please list, giving full details including the title, artist, year and reference numbers where possible. Please supply reference images if available.)

Title of Publication/Programme: _____

For one time publication in:

Book & e-book

Newspaper/Magazine/Leaflet

Journal & e-journal

Website

Social Media

Exhibitions & Displays

MA/PhD Research

Editorial

Personal/Family Research

Film & video online

Television / Film

Other (please state)



CHATSWORTH

For use as:

Inside Placement

Cover Placement

Print details:

Print run

Duration (months/years)

Rights required:

One country, one language

World rights, multiple languages

World rights, one language

Other (please state)

The applicant agrees that this permission, if granted, shall be subject to the conditions detailed overleaf and **all digital files will be deleted once used.**

Signed by Applicant:

Date:



CONDITIONS GOVERNING PERMISSION TO REPRODUCE
PHOTOGRAPHS OF ITEMS IN THE DEVONSHIRE COLLECTION

1. All digital images, colour transparencies or black and white photographic prints (herein called "image") of items in the Devonshire Collections have been made by permission of the Chatsworth Settlement Trustees.
2. No image is to be reproduced without written permission from a member of staff of Chatsworth.
3. The licence to reproduce
 - i) is confined to the photographic material of the items listed on the invoice and to the specific purpose indicated;
 - ii) confers no exclusive rights of reproduction or rights in perpetuity;
 - iii) is not to be sold, assigned, transferred or otherwise dealt with in the absence of permission in writing from Chatsworth;
 - iv) may not be utilised in relation to any scheme of free gifts or inducements to purchase other articles.
4. In the reproduction process, the object illustrated in the image may not be cropped, bled off the page, overprinted, printed on coloured stock, altered or manipulated in any way without written prior written approval from Chatsworth. If a detail is used it must be identified as such.
5. The correct credit line supplied with the image must be used. In addition, the correct image caption details must be used and where required the photographer must be credited. Failure to credit an image may result in an additional fee being charged.
6. If so required, proofs must be submitted for approval, and only such reproductions as are approved may be published. If no proofs are approved or where permission to reproduce is withdrawn, any reproduction fees already paid in connection with the specific project will be refunded.
7. Reproduction is only permitted from photographic material supplied by Chatsworth. A copy of the printed publication **must** be provided free of charge to Chatsworth upon publication.
8. All supply fees, reproduction fees, photography costs or transparency hire fees must be paid to Chatsworth before photographic material will be despatched or permission to use images given. In the event of the image supplied not being used a credit up to 50% of the reproduction fee may be issued.
9. An administration fee of up to 10% will be added to all orders.



10. If a transparency is supplied any loss or damage will result in a replacement fee of up to £600 being charged. All transparencies must be returned in adequately packed stiffened envelopes and via method of delivery requiring signature upon receipt to: Chatsworth Photo Library, The Devonshire Collections, Chatsworth, Bakewell, Derbyshire, DE45 1PP. Transparencies returned from outside the United Kingdom must be marked 'British returned goods' on the outside of the envelope.

11. **Any digital files supplied must be deleted from all computers and systems once used.**

12. The licence may be revoked at any time if the Licensee is in breach of any of its terms

The licence shall be governed by the laws of England.