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| Approved by |
|             |

**USAGE RIGHTS PERMISSION APPLICATION**

Contact: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Company/Institution: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Daytime Phone #: \_\_\_\_\_  
 Fax #: \_\_\_\_\_  
 Email: \_\_\_\_\_

|                  |
|------------------|
| Request Received |
|                  |

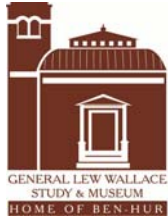
|                          |            |
|--------------------------|------------|
| <input type="checkbox"/> | Personal   |
| <input type="checkbox"/> | Commercial |
| <input type="checkbox"/> | Non-Profit |
| <input type="checkbox"/> | Academic   |

| Image(s)/Media Requested | Museum Use Only |          |
|--------------------------|-----------------|----------|
|                          | Catalog #       | Location |
|                          |                 |          |
|                          |                 |          |
|                          |                 |          |
|                          |                 |          |
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|                          |                 |          |
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|                          |                 |          |

You can attach a separate sheet to this request.

Describe the proposed use of the materials requested above: Please include the expected date of publication/use, the number of first edition copies/manufacture, the distribution (world-wide, US-only, or other), appropriate URLs for web publication, and any other pertinent information to detail your project.

The Museum prefers that objects are photographed by a local photographer. However, you may use your own photographer or outside vendor for photography and filming. If so, please list the individual and/or organization and the appropriate contact information.



Additional fees may apply for formats other than those listed below.

The Museum retains the right to waive or reduce licensing fees on a case-by-case basis.

Permission will be given for one-time use only and be contingent upon: (1) payment; (2) proper use of credit line - From the collections of the General Lew Wallace Study and Museum, Crawfordsville, Indiana.

### USAGE RIGHTS FEE WORKSHEET

A publication can be in any media format, including, but not limited to a book, magazine, CD, DVD, or VHS tape.

| Licensing Fees            |         |     |          |                     | Charges  |
|---------------------------|---------|-----|----------|---------------------|----------|
| Personal Photographs      |         | QTY | B&W      | QTY                 | Color    |
| Size                      | 4 x 5   |     | \$6.50   |                     | \$11.00  |
|                           | 4 x 6   |     | \$7.50   |                     | \$12.00  |
|                           | 5 x 7   |     | \$10.00  |                     | \$20.00  |
|                           | 8 x 10  |     | \$15.00  |                     | \$30.00  |
|                           | 11 x 14 |     | \$20.00  |                     | \$40.00  |
|                           | 16 x 20 |     | \$45.00  |                     | \$55.00  |
| Commercial Photographs    |         |     |          |                     |          |
| General Use               | 8 x 10  |     | \$50.00  |                     | \$90.00  |
| Cover                     | 8 x 10  |     | \$100.00 |                     | \$200.00 |
| Inside                    | 8 x 10  |     | \$37.50  |                     | \$90.00  |
| Non-Profit Use            |         |     |          |                     |          |
| General Use               | 8 x 10  |     | \$25.00  |                     | \$45.00  |
| Cover                     | 8 x 10  |     | \$35.00  |                     | \$60.00  |
| Inside                    | 8 x 10  |     | \$25.00  |                     | \$45.00  |
| Academic Use              |         |     |          |                     |          |
| General Use               | 8 x 10  |     | \$10.00  |                     | \$20.00  |
| Cover                     | 8 x 10  |     | \$15.00  |                     | \$25.00  |
| Inside                    | 8 x 10  |     | \$10.00  |                     | \$20.00  |
| Film and Sound Recordings |         |     |          |                     |          |
| Commercial Fee            |         |     |          | \$100.00/m<br>inute |          |
| Digital Imaging Services  |         |     |          |                     |          |
| 150-300 dpi               |         |     |          | \$10.00             |          |
| 600+ dpi                  |         |     |          | \$15.00             |          |
| Additional Charges        |         |     |          |                     |          |
| Diskette                  |         |     |          | \$5.00              |          |
| CD                        |         |     |          | \$10.00             |          |
| S&H, regular              |         |     |          | \$4.50              |          |
| S&H, overseas             |         |     |          | \$10.00             |          |

### SUBTOTAL

| If Rush, multiply by the following | Subtotal | (\$30 minimum) |
|------------------------------------|----------|----------------|
| Same Day                           |          | x4             |
| 1 day                              |          | x3             |
| 2 day                              |          | x2             |

### TOTAL