



Rights and Permissions Request Form

Payment Information*:

Check: (enclosed)
Credit Card: VISA MasterCard
Credit Card Number: _____ - _____ - _____
Date of Expiration (MM/YY): _____ Security Code _____ Amount of Payment (USD): _____
Cardholder's Name (as it appears on card): _____
Billing Address: _____
City: _____ State: _____ Country: _____ Zip: _____
Daytime Telephone: _____ Other: _____ Fax: _____
E-mail address: _____

* Payment fees apply to requests made for: (1) for-profit use of an article, (2) for-profit use of a photo, and (3) non-profit use of a photo. Please consult the costs below to determine the amount due.

Non-refundable Fees :

Photographs: *Not-for-profit*, \$25 per photo; *For-Profit*, \$100 per photo
Articles: *Not-for-profit*, no charge; *For-Profit*, \$100 per article

Type of Material Requested:

Photograph Article Other, please specify: _____

Publication Date of Requested Material (MM/DD/YY): _____ printed paper or online

Title of Article/Photo _____

Name of Author(s), or Photographer(s) _____

Nature of Use (please check one): not-for-profit (personal) not-for-profit (educational) for-profit

Briefly describe how you intend to use the requested material:

Instructions on Submitting Request Form

Submission of Request

This form should be completed and faxed to: 203-432-7425. Alternatively, an email containing all requested information may be sent to business@yaledailynews.com.

Payment

All requests by mail must include applicable payment by check (made payable to "Yale Daily News") or credit card (including processing information). If submitting a request by fax or by e-mail, credit card payment (including processing information) may be included directly in the request, or paid by telephone at (203) 432-2424.

Approval of Request

Upon receipt of your request and payment, the Yale Daily News will respond via e-mail or fax to confirm receipt of your payment and your permission to use the requested material. We reserve the right to refuse or reject any request.

If the requested material (e.g. a photo) needs to be transferred to you, Yale Daily News will transfer it electronically via e-mail, as a jpeg for photographs and in Adobe-pdf format for articles.

Terms and Conditions of Use

Once permission to use the requested material has been granted, please note the following terms and conditions of use:

- The article or photograph must be reprinted as it appeared in the newspaper print and/or online edition, without any addition, deletion or change. Trademark, copyright or other notices cannot be altered or removed from copies of the content. If less than a complete article is to be produced, the portion that will be reprinted must be clearly described in your request.
- The article or photograph reprint must clearly and plainly include the notice: "Copyright 2010 Yale Daily News Publishing Company, Inc. All rights reserved. Reprinted with Permission."
- Permission is strictly contingent upon your signing and submitting a request form to signify acceptance of any conditions and usage fees (as stated above) that will apply for the use and/or reprint of the requested material.

By signing below, I hereby declare that I have read and understand the foregoing terms and conditions of use, and do agree to abide by them upon receiving permission to use the requested material. Further, I affirm that all information represented here is accurate and true to the full extent of my knowledge.

Signature: _____ Date Signed: _____