



San Benito County Historical Society Photographic and Digital Reproduction Order Form and Application for Image Use

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1. Payment of all fees must be completed in advance.
2. Permission is granted for only one usage in one publication and one edition.
3. All images remain the property of the San Benito County Historical Society.
4. The publisher or author must provide the San Benito County Historical Society with one complete gratis copy of any publication in which the image is

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reproduced. If the image is to be used on a website (or other multi-media platform), the publisher or author must provide a link from its website (or other multi-media platform) to the San Benito County Historical Society's website at: Research@sbchistoricalsociety.org.

5. Credit line must accompany each exhibited image and read "Courtesy of the San Benito County Historical Society."
6. All images will be watermarked with the embedded watermark © San Benito County Historical Society. This watermark may not be removed.

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**San Benito County Historical Society
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Date of Order _____

Name _____ Member Nonmember

Address _____ Telephone _____

City, State, Zip _____ Email _____

Purpose for Image(s) Personal Publication Exhibition

Title of Publication or Exhibition _____

Website address/Multi-Media Location _____

Author(s)/Curator(s) _____

Publisher or Exhibitor name, address and title _____

Expected date of publication or exhibition _____

Acceptance of Image Reproduction Policy

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I have read the San Benito County Historical Society's image reproduction and use policy statements and conditions and agree to make no use of the images other than that described herein. I further agree that the images shall not be reproduced, published, or otherwise publicly disseminated either for profit or not for profit without the prior written permission of the San Benito County Historical Society.

Print Name _____ Authorized Representative _____

Signature _____ Date _____

Organization _____

Acceptance of Image Publication and Exhibition Permission Policy and Conditions

I have read the San Benito County Historical Society's image reproduction and use policy statements and conditions and agree to make no use other than that described herein. I also assume sole responsibility for infringement of copyright, or other rights pertaining to this material, and I indemnify and hold harmless the San Benito County Historical Society against all suits, claims, actions, and expenses arising out of the use of the materials. I will credit the materials used as "Courtesy of the San Benito County Historical Society." This Credit Line must accompany each image used for exhibition and read "Courtesy of the San Benito County Historical Society."

Name/Signature: _____ Date _____
Authorized Representative

Organization _____

San Benito County Historical Society: _____ Date _____
Authorized Representative

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Catalog Description	Accession Number	Format
_____	_____	_____
_____	_____	_____
_____	_____	_____

Special Instructions _____

Image Reproduction and Permission to Publish or Exhibit Charges:

_____ Digitized/Printed Image(s) x \$25 per image** \$ _____

_____ Publishing and or Exhibit Charges per image x \$25 \$ _____

_____ Additional Charge(s) _____ \$ _____

**Member Discount x \$10 off per image \$ _____

TOTAL \$ _____

The San Benito County Historical Society reserves the right to change or modify its prices and other terms and conditions applicable to image reproduction and use.

Payment

**San Benito County Historical Society
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Check # _____

San Benito County Historical Society Website
<https://donorbox.org/research-room>

Cash \$ _____
Payment Received by _____

Checks should be made payable to the San Benito County Historical Society and mailed to:
Image Orders, San Benito County Historical Society, 498 Fifth Street, Hollister CA 95023.

San Benito County Historical Society's website is located at *sbhistoricalsociety.org*.

SBCHS Staff Taking Order

Date Order Received

SBCHS Staff Processing Order

Date Order Completed

COMMENTS: _____

