



+ Telephone 612 9217 0111 + www.phm.gov.au

Facsimile 612 9217 0333

EXTERNAL PHOTOGRAPHIC ORDER

CONDITIONS

1. A written request is required before research is undertaken.
2. Where material is in copyright, clearance must be sought by the client and supplied to the museum in writing.
3. The Powerhouse Museum and all other Copyright/Moral Rights holders must be acknowledged in the credits of any production using museum supplied material. The usual credit is *Reproduced courtesy of the Powerhouse Museum, Sydney*; however exact wording will be advised to you in our formal permission letter which you must countersign and return before permission is final.
4. The museum requires a copy of the publication for its library.
5. Photographs remain the property of the museum and must be returned within four months or an overdue fee may apply. Images supplied digitally must be destroyed at the end of the project for which they were supplied.
6. Photographs are supplied only for the specific use detailed in your request, and permission for any other reproduction or use must be sought separately. You may not authorise another party's reproduction.

I formally request from the Powerhouse Museum permission to reproduce images of the works or other photographic images listed and described on page 2 of this form. I will comply with all the formal permission clauses granted me in due course.

<i>Signature of Applicant/s</i>	<i>Designation/Title in Company</i>	<i>Date</i>
---------------------------------	-------------------------------------	-------------

YOUR CONTACT INFORMATION (for permission and invoice purposes)

Name: _____

Company: _____

Address: _____

Telephone: _____ Fax: _____

E-mail address: _____

NAME OF PROJECT FOR WHICH PHOTOGRAPHS ARE REQUIRED:

(list all reproductions planned, eg. titles of books/articles and journals/exhibitions/research, etc – which will include this material):

Title: _____

Author: _____ Publisher: _____

Print Run: _____ Publication Date: _____

Reproduction Size/s list ALL please:	THUMBNAIL	¼ PAGE	½ PAGE	FULL PAGE	COVER
---	-----------	--------	--------	-----------	-------

Exhibition graphic size: _____



PHOTO/S REQUESTED:

Powerhouse Museum Image/Object No (if known) / Title / Subject

Image Delivery Format (slide, transparency, b&w print, tiff/jpeg)

1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	

QUOTE OF APPLICABLE FEES:

Photo available? Yes _____ No _____ Studio time required? Yes _____ No _____

Photography fee \$ _____ (pro rata \$550.00 per day per staff member per ea photo)

Duplication fee \$ _____

Reproduction fee \$ _____

P&H \$ _____

% Discount \$ _____

Total: \$ _____ (incl. 10% GST) Quote Recommended by: _____
Signed (for museum) *Date*

Applications should be forwarded to:
 Rights and Permissions Officer
 Powerhouse Museum
 PO Box K346
 Haymarket NSW 1238 Australia
 Tel: (+61 2) 9217 0172; Fax: (+61 2) 9217 0433=