

INFORMATION REQUEST ORDER FORM

FOR THE SIR JAMES FLETCHER KAWERAU MUSEUM COLLECTIONS

APPLICANT

Name: _____

Org/Business: _____

Address: _____

Phone: Home: _____ Work/Mobile: _____

Email: _____

SUBJECT (describe the type of information you are searching for)

TYPE OF PROJECT – see Info Sheet for definitions of project types

Personal Use Non-Commercial/Unpublished Published/Commercial Exhibition/Display

Please give full details of intended use – see information sheet for details required for each project type.

DECLARATION: I have read the **Terms and Conditions** overleaf and agree to abide by them. I agree to use the information provided specifically for the purpose indicated and will pay the processing charges.

Signed _____ Date _____

STAFF: Paid (tick for yes) Amount: _____ Receipt # _____ Initials: _____



Sir James Fletcher Kawerau Museum - PO Box 103, Kawerau 3169
Ph: (07) 306 9041 - museum@kaweraudc.govt.nz



INFORMATION REQUEST ORDER FORM

FOR THE SIR JAMES FLETCHER KAWERAU MUSEUM COLLECTIONS

TERMS AND CONDITIONS

This states the terms and conditions that must be agreed to before the application is processed. The applicant acknowledges having read and understood these terms and conditions when they sign the Declaration. If the applicant is found to have broken these conditions, steps will be taken to rectify the situation.

1. Supply of requested material is dependent upon full acceptance of the listed Terms & Conditions.
2. Images supplied will be used only for the purposes specified above, and following the details supplied above.
3. The Sir James Fletcher Kawerau Museum reserves the right to charge reproduction fees for the use of its images. All fees stipulated by the Sir James Fletcher Kawerau Museum must be paid in full before the application is processed.
4. Images are not to be cropped, overprinted or altered in any way without prior written approval of the Sir James Fletcher Kawerau Museum.
5. Acknowledgement to the Sir James Fletcher Kawerau Museum and a detailed citation must accompany each reproduction; full credit details will be supplied with the material.
6. Some collection items may not be copied for statutory, cultural, preservation or technical reasons.
7. Where copyright is not available or is unclear, the Sir James Fletcher Kawerau Museum reserves the right to refuse to supply the image material.
8. The Sir James Fletcher Kawerau Museum reserves the right to refuse to supply material, or to revoke reproduction rights, where the context is deemed unsuitable, inappropriate or contrary to the artist or creator's interests.
9. Reproduction rights are for one time use only, and cannot be assigned, transferred or sub-let to any other party.



Sir James Fletcher Kawerau Museum - PO Box 103, Kawerau 3169
Ph: (07) 306 9041 - museum@kaweraudc.govt.nz

