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**APPLICATION FOR PERMISSION TO PUBLISH, QUOTE, BROADCAST, EXHIBIT, OR PERFORM**

**I. CONTACT INFORMATION**

Name \_\_\_\_\_ Institution/Company \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_ email \_\_\_\_\_

**II. PUBLICATION INFORMATION**

Type:  Book  Article  M.A. Thesis  Ph.D Dissertation  Electronic Publication (WWW, CD)  
 Documentary film  Theatrical Motion Picture  News broadcast  Exhibit/Display  
 Other (describe) \_\_\_\_\_

Author/Producer/Curator: \_\_\_\_\_

Title of work: \_\_\_\_\_

Publisher/Production Co./Journal/Site: \_\_\_\_\_

Expected Date(s) of Publication/Broadcast/Exhibit/Performance: \_\_\_\_\_

Placement: \_\_\_\_\_ Jacket/Cover \_\_\_\_\_ Interior \_\_\_\_\_ Other

Edition: \_\_\_\_\_ First edition \_\_\_\_\_ Reuse

⇒ **On the reverse please describe items you wish to use in Section IV.**

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- \* If permission to publish is granted, the applicant agrees to donate a copy of the publication to the Robert W. Woodruff Library at Emory University.
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⇒ **Signature of applicant** \_\_\_\_\_ **Date** \_\_\_\_\_

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Publication fees: \_\_\_\_\_ waived \$ \_\_\_\_\_ paid on \_\_\_\_\_

Permission **granted** by: \_\_\_\_\_ Date: \_\_\_\_\_

Permission **denied** by: \_\_\_\_\_ Date: \_\_\_\_\_

additional permission required from estate or owner of copyright  insufficient description of materials  
 insufficient description of project  insufficient citation  please revise and resubmit

#### IV. DESCRIPTION OF MATERIAL(S) TO BE USED

Please describe items to be used and which parts or sections of the items will be used or quoted from. If you wish to reprint the entire item, please note that explicitly. Include the collection name and the box and folder number for each item. (Attach additional pages if necessary.)

Collection: **Box** **Folder**

Item and portion to be used:

Collection: \_\_\_\_\_ Box \_\_\_\_\_ Folder \_\_\_\_\_

Item and portion to be used:

Collection:  Box  Folder

Item and portion to be used:

Collection:  Box  Folder

Item and portion to be used:

Collection: **Box** **Folder**

Item and portion to be used:

## **V. PUBLICATION FEES**

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Standard fee \$50 per work \_\_\_\_\_ works x \$50 = \$ \_\_\_\_\_

Used on book cover additional \$50 per work used on cover \_\_\_\_\_ works x \$50 = \$

**Total Publication fee due** \$ \_\_\_\_\_

**VI. RETURN THIS FORM AND ANY FEES DUE TO:** (checks should be made out to Emory University)

Research Services  
Manuscript, Archives, and Rare Book Library  
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