

George Eastman House
Motion Picture Department – Stills, Posters and Paper Collections
Order Form

Name: _____

Company/Institution: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Country: _____ Federal Tax ID: _____

Mailing address if different from above:

Address: _____

City: _____ State: _____ Zip Code: _____

Country: _____

Phone: _____

Fax: _____

Email: _____

I, the undersigned, agree to the following:

Use of the purchased image(s), including publication in print, advertising and all forms of broadcast, electronic and digital media, is granted for one edition or application by the purchaser, and may not be subsequently re-used, transferred or sold to another party. The George Eastman House will be identified as the source in all published, broadcast, electronic and digital media uses of the purchased image(s) with the following credit: *George Eastman House Motion Picture Department Collection*. Copyright clearance is neither implied nor given by the George Eastman House in providing digital or analog images copied from its collection. I acknowledge that I have been advised of my responsibilities under the U.S. Copyright Act to seek appropriate clearance to publish, broadcast or otherwise publicly disseminate images obtained from the George Eastman House. I accept full responsibility for legal actions that may result from the misuse of the provided image(s) and agree to indemnify the George Eastman House from any such actions that may result.

[Signature] _____ Date _____

Images requested: _____

Specifications: Black and white Color Resolution: _____ dpi/ppi

Format: JPEG TIFF _____ other

Digital print: Glossy Matte

Note: All digital prints are 8.5" x 11" (21 x 28 cm.) unless otherwise specified

Delivery Method: e-mail (available only for JPEGs)

UPS FedEx Account # _____

Priority/Air Mail Surface Mail Email

Research requested (\$60/hour): _____

Not to Exceed: _____ hours, OR \$ _____

Payment Method: check money order wire transfer (for countries outside the U.S.)

credit card: Visa American Express MasterCard

Credit card number _____ Three-digit security code _____

Name as it appears on card _____ Expiration date _____

Images needed by _____ [date] Note: Requests made *within two weeks* of delivery date may be subject to a **RUSH FEE** of *double the price*. Time of delivery varies according to the volume of the request.