

The Box

Image Reproduction Enquiry

Requestor Details

Name

Company

Address

Postcode

e-mail

Telephone

Image Details

List all the images you require that are to be used in the same way, if you have multiple images where each is to be used in a different way then please use one form per type of use

Accession Number	Description/Artist/Title of Work

Please choose the size/specify the dimensions you require the image(s) to be

☐ A5☐ A4☐ A3

Please specify the date you wish use the image from

(date from which asset(s) will be used)

Use of the Image(s)

Please decide which section your use of the image(s) falls into and tick the relevant box on each line within that section. If you have more than one image and they are all to be used in the same way then you may list them all together on the one form. However, if you have multiple images that are each to be used in different ways then please use one form per type of use.

Personal Use

Usage ☐ Personal Use only, not be used by a 3rd Party

By choosing this option you are only able to use the image for personal use and will not be able to publish it. If in the future you wish to use the image for another purpose then you will need to contact The Box Image Service.

Book

Usage ☐ Books & E-books

☐ Exhibition Catalogues

Placement ☐ Cover/Homepage ☐ Inside/Sub Page

Print Run ☐ up to 1,000 ☐ up to 5,000 ☐ over 5,000

Periodical

Usage Newspapers, Print and Digital

Placement ☐ Cover/Homepage ☐ Inside/Sub Page

Print Run ☐ up to 1,000,000

Usage Magazine Print & Digital

Placement ☐ Cover/Homepage ☐ Inside/Sub Page

Print Run ☐ up to 1,000 ☐ over 1,000

Usage Academic Journal Print and Digital

Placement Any

Print Run ☐ up to 1,000 ☐ over 1,000

Merchandise

Usage Calendars, greetings cards, postcards, notelets, tote bags etc

Print Run ☐ up to 1,000 ☐ over 1,000

Broadcast

Usage Television

Placement Single Programme, Unlimited transmissions

Duration ☐ up to 5 years ☐ up to 10 years ☐ up to 15 years

Display

Usage ☐ Museums & Heritage/Non commercial use

☐ Corporate/Trade

Placement Exhibition Display, Trade Fair, Hoardings

Duration ☐ up to 6 months ☐ over 6 months

Online Use

Usage Website, one site

Placement ☐ Home Page ☐ Interior

Social Media

Placement ☐ One Site ☐ 2 Sites ☐ 3 or more sites

Other

Please use this space to provide any additional information not otherwise detailed