



SOUND RECORDINGS/ MOVING IMAGES PERMISSION FORM

Permission to reproduce sound recordings or moving images from the collections of the Library of Virginia (LVA) is provided based on the intended use of the material. This is not an order form for materials. Please provide a description of the sound recording or moving image, including accession number, and title or name. A supplemental sheet is available for materials in excess of five items.

Please describe the project in which the material will be used, including title of publication or program, and expected date of publication, display, or broadcast.

Please list the material you would like to use in the project described above.

1.

2.

3.

4.

5.

I hereby agree to accept the conditions on the next page of this form and to use the credit line The Library of Virginia. I assume full responsibility in regard to copyright. It is understood that only one-time use rights are granted in all cases.

Name (please print) Signature Date

Address City/State/Zip Code

Phone FAX E-mail

Signature of LVA Representative

This form grants permission to reproduce the sound recordings or moving images listed above when signed by an LVA representative. The Library of Virginia in no way waives its right to future use of the sound recordings or moving images supplied to you or its right to grant others permission to use them. The Library of Virginia does not grant rights in perpetuity.

**CONDITIONS UNDER WHICH PERMISSION IS GRANTED
FOR SOUND RECORDINGS/MOVING IMAGES**

1. Sound recordings or moving images are to be used only once for the purpose listed on this form. Any subsequent or different use constitutes a re-use and must be applied for in writing.
2. Sound recordings or moving images must be properly credited to The Library of Virginia.
3. Users assume responsibility for questions of copyright and invasion of privacy that may arise in the use of LVA sound recordings or moving images.
4. LVA reserves the right to limit the number of copies, to restrict the use and reproduction of rare or valuable materials, to make special price quotations for materials involving unusual difficulty in copying, and to charge a different copying fee than specified.
5. The reproduction rights granted to you are not transferable.
6. Any digital reproduction/use of LVA sound recordings or moving images on the Web must contain the following statement: "The sound recordings/moving images are for research use only. Duplication of any sound recording/moving image in whole or in part is prohibited."
7. Any exceptions or additions to the above conditions will appear on, and be considered part of, the permission form.

SUPPLEMENTAL SHEET FOR MATERIALS

- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____
- 11. _____
- 12. _____
- 13. _____
- 14. _____
- 15. _____
- 16. _____
- 17. _____
- 18. _____
- 19. _____
- 20. _____
- 21. _____
- 22. _____
- 23. _____
- 24. _____
- 25. _____