



Please complete the image order form in full and return by email (<a href="mailto:imaging@bodleian.ox.ac.uk">imaging@bodleian.ox.ac.uk</a>) or post. Please do not include any payment details. A proforma invoice will be supplied once your order has been authorised.

CONTACT DETAILS Name:		
Address/ invoice address:		
Country:	Post code:	
Email:		
DELIVERY DETAILS (if di	ifferent from above)	
Name:		
Address/ invoice address:		
Country:	Post code:	

Email:			
REPRODUCTION USE			
☐ Private research	☐ Reproduc	etion	
Image reproduction reques Use to self-assess if your requests, please complete	equest falls under	permitted use. For all	•
OFFICE USE ONLY			
Order number:		Date paid:	
Repro. Form:		Date to studio:	
Date received:		Photographer:	

Date dispatched:

Initialled:

Shelfmark, volume number and	title	Page/ folio required	<u>Product</u>	No. of	Office use only
			<u>code</u>	images	
	i i	i i i	i		
	<del>*</del> *	<del>*</del> * *	7		
	it it	11 11 11	九		
	11 11		H		
	l bood b	and band band ban	Ш		
VAT number if applicable:	N	linimum order charge £20. Total order cost:			
Special instructions:			2		

## DECLARATION

I have read and agree to abide by the Image Order Terms and Conditions and the Oxford University Conditions of Sale and Supply.

If applicable, I have filled out the Copyright Declaration.

Signed:	Date:	

## COPYRIGHT DECLARATION

Please complete the Copyright Declaration for research-purposes only.
If the material requested is published complete 1a. If the material is unpublished complete 1b
1a. Please supply me with a copy of the article in the periodical, the particulars of which are:
[periodical title, volume, date, pages]
[author, article title]
or the part of the published work, the particulars of which are:
[author, title, date, pages]
required by me for the purposes of research for a non-commercial purpose or private study.
1b. Please supply me with a copy of
the whole / following part of the work, the particulars of which are:
<del></del>

required by me for the purposes of research for a non-commercial purpose or private study for a non-commercial purpose.

## I declare that:

- i) I have not previously been supplied with an image of the same material by The Bodleian Libraries
- ii) I will not use the image, except for research for a non-commercial purpose or private study and will not supply the image to any other person; and
- iii) to the best of my knowledge no other person with whom I work or study has made or intends to make, at or about the same time as this request, a request for substantially the same material for substantially the same purpose
- iv) (for section 1b) to the best of my knowledge, the work had not been published before the document was deposited in your library and the copyright owner has not prohibited copying of the work.

I understand that if this declaration is false in a material particular the copy supplied to me by you will be an infringing copy and that I shall be liable for infringement of copyright.

## PHOTOGRAPHY SERVICES AND FEES

Digital images	Price per image	Product code	
	from one volume		
1 – 2 images	£35.00	DS1	
Subsequent 3 – 99 images	£7.50		
Subsequent 100 + images	£6.15		
We supply high-quality colour images in TIFF format			

Microfilm scans	Price per scan	Product code	
1+ scans	£1.00	DS2	
Photographic print + digital image	Price per image	Product code	
1 print sized 10"x8" + digital image	£45	DS3	
Please contact us for non-standard print sizes			

μ.....

Specialist photography

Object photography

UV-photography Please contact us for more information

Raking Light photography <u>imaging@bodleian.ox.ac.uk</u>

Transmitted Light photography

Digital image dispatch: customers will receive an email with a link to download images

