



## Hertford College Archives – Self-Photography Declaration Form

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I apply for permission to take still photographs of material held in Hertford College Archives. I understand that permission to take these photographs will be granted at the discretion of the Assistant Archivist. By taking the photographs I agree to the following conditions:

- I will follow instructions to handle material carefully and using appropriate equipment.
- I will not use flash photography.
- I will record the number of items photographed using the form provided. If requested I will provide the Archive with copy files with meaningful filenames, to agreed specification.
- If I wish to reproduce or publish the images in any form I will seek permission from Hertford College Archives before doing so.

## **Copyright Declaration:**

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**Signed:**

**Name:**

**Date:**

