|  |  |
| --- | --- |
| ROYAL IRISH ACADEMYPERMISSION TO REPRODUCE FORM | RIA circle.jpg |

Name

Address

Email

Tel. no.

Body on behalf of which permission is sought (if different from above):

Permission is requested to reproduce the following items(s) from the Royal Irish Academy’s collections:

•

•

•

Please supply a detailed description of the intended use of the image(s), including title:

Rights sought (e.g. print run, broadcasts, duration of exhibition etc.)

Cont.

Requester to complete this section:

1. I confirm that the requested images(s) is/are for reproduction as described above and will not be used for any other purpose. A further request for permission to reproduce the above image(s) will be made in the event that such is required.

2. The Academy byline will be used in association with each image reproduced, *viz.*: ‘By permission of the Royal Irish Academy © RIA’.

3. Internet / Web reproductions will be appropriately watermarked.

4. The appropriate fee will be paid within 30 days of receipt of invoice. (Our invoice will be issued when the material to be reproduced has been agreed and this form has been duly completed.)

|  |  |  |
| --- | --- | --- |
| Signed: | ……………………………………………………on behalf of requester*Signature required. Printed name not accepted.* | Date: …………………… |
| Authorised by: | ……………………………………………………on behalf of RIA | Date: …………………… |
| Fee payable: €…………………… |

Duration of permission: 5 years

*Please return the signed, completed form by post or scan and email it to*

*The Library, Royal Irish Academy, 19 Dawson Street, Dublin 2, Ireland;*

*email:* *library@ria.ie**.*

*Data is transferred to a secure spreadsheet and is protected under the Data Protection Acts 1988 & 2003. For further information on our records management please consult*

<https://www.ria.ie/library/about/services>.