

ONE-TIME USE PERMISSION FORM

COOK COUNTY HISTORICAL SOCIETY

Box 1293, Grand Marais, MN
history@boreal.org; 218-387-2883

PERMISSION IS GIVEN to _____ for a one-time use of images/media belonging to the Cook County Historical Society. The purpose is _____ . All other rights to these images/media remain with the Cook County Historical Society. The images/media may not be traded, given, or sold to any other party, nor may they be used for any other purpose.

Applicant to complete

Applicant name

Address

Signature

City, State Zip

Email address

Phone number

ALSO: Read and initial "Terms of Use" on back of this form

FOR CCHS STAFF USE

Date:

Images/Media ID Number(s):

Staff name:

CCHS staff signature

TERMS OF USE

The permission to use an image from the collections of the Cook County Historical Society is granted as long as the following conditions are met.

- **Possession does not constitute permission** - Cook County Historical Society image/media use requires a signed permission agreement.
- **Permission is for one-time, one-project use only**. The Society retains all rights to the images, and they may not be used for any other purpose than that listed on the One-Time Use Permission Form.
- **Commercial users must pay** for the use fee in advance of receiving a permission form signed by the Cook County Historical Society.
- **Credit must be given to the Cook County Historical Society** and the creator of the work, if known.
- **Credit must appear** with the image or on a credit page that indicates the page number and position on the page.
- **Seek the creator of the work** - If the image is still under copyright and the copyright is not held by the Society, the requestor must seek permission from the creator of the work or from the current copyright holder.
- **Copyright rules apply** - The Cook County Historical Society assumes no responsibility for infraction of copyright laws, invasion of privacy, or any other improper or illegal use that may arise from reproduction of any image. In all instances the applicant agrees to hold the Society and its agents harmless against any and all claims arising or resulting from the use of this image and shall indemnify the Society and its agents for any and all costs and damages arising or resulting from any such unauthorized use.
- **Seek permission if doing major editing**. Photos and media may be minimally edited to suit layout or design, but extensive editing must be reviewed and permission granted by the Cook County Historical Society
- **Permission may be declined** - The Society reserves the right to decline permission to publishers and individuals for any reason
- **Copies may be requested** - In some cases, the Society will request a copy of the publication be donated to the Society.

I understand the terms of use as spelled out above.

Initial here:
