



Santa Barbara
Botanic Garden

Image Use Conditions

POLICY, FEES & APPLICATION

IMAGE USE CONDITIONS

For use of Santa Barbara Botanic Garden's archival images, please submit the Application for Photograph Reproduction to the archivist. Santa Barbara Botanic Garden reserves the right to refuse use of materials or impose additional conditions based on the requested material.

Permission granted applies only to the use specified in the Application for Photograph Reproduction and is for one-time use only. Image(s) may not be cropped, over-printed, or altered in any way without the written permission of Santa Barbara Botanic Garden.

Image(s) must be credited with the following acknowledgement:

Photograph courtesy Santa Barbara Botanic Garden.

When applicable, a photographer must also be credited:

Photograph by Jane Smith, courtesy Santa Barbara Botanic Garden.

Santa Barbara Botanic Garden acts only as owner and custodian of photographs, artwork, manuscripts, printed publications, and objects in its collections and does not hold copyright for all materials in said collections. By requesting permission to reproduce images from Santa Barbara Botanic Garden, the applicant acknowledges that it is the sole responsibility of the applicant to obtain any and all artistic or literary rights that may be owned by others. If such permission is needed to obtain copyright from other owners, the applicant must clear all copyright issues before publication of the image. The applicant further agrees to hold harmless Santa Barbara Botanic Garden from any resulting copyright infringement conflicts.

Images are processed at 300 dpi, at the very least. For publication, the highest resolution image(s) available will be provided to the grantee, unless another format is requested. If the grantee should wish to request a higher resolution image than what is provided, an additional fee will be incurred and image delivery can be expected in one to two weeks after invoice is paid.



**Santa Barbara
Botanic Garden**

Image Use Conditions

POLICY, FEES & APPLICATION

Use Fees

All fees generated from archival image requests directly fund the continued digitization of archival materials, as well as library acquisitions and collection maintenance.

Use fees cover the one-time reproduction of the image in the specified publication or media. Fees do not signify transfer of copyright to grantee or allow for unrestricted reproduction of the image. Santa Barbara Botanic Garden reserves the right to waive or reduce fees at our discretion. Images requested for educational-only use will be considered on a case-by-case basis for gratis use.

USE FEE SCHEDULE	Non-Profit (North America)	For-Profit (North America)	Worldwide Distribution
Publication			
Interior	\$50	\$100	\$150
Cover or Jacket	\$100	\$200	\$300
Website/Mobile App*	\$50	\$100	\$200
Broadcast/TV/Video	\$100	\$200	\$300
Marketing/Brochure	\$25	\$50	\$100
Merchandise	Request rate	Request rate	Request rate
Exhibition Display	\$50	\$100	\$200

*Images transmitted over the Internet may not be downloaded by end users at a resolution greater than 72 dpi. End users of said images may not use these images for any purpose other than personal use.

Additional taxes may be incurred. Please allow two to three business days to fill a request. Rush orders are permissible when staff time allows, but may incur a \$20 rush fee on top of the image use fee. Orders must be paid in advance and are non-refundable.

A gratis copy of the published material containing the reproduction will be forwarded to the Garden library for its files. Gratis copies can be sent to:

Santa Barbara Botanic Garden
c/o Archivist
1212 Mission Canyon Rd.
Santa Barbara, CA 93105



Santa Barbara
Botanic Garden

Image Use Conditions

POLICY, FEES & APPLICATION

Application for Photograph Reproduction

Date: _____

PERMISSION IS HEREBY REQUESTED TO REPRODUCE IMAGES OF PHOTOGRAPHS OWNED BY
SANTA BARBARA BOTANIC GARDEN

Images requested: _____

****Note :** If multiple images are being requested, please itemize request on reverse side of this
form or attach a separate list.

For ONE-TIME use in: _____

(Describe use of image, Title of book, article, film, or video)

Issue/year: _____

(Name of Journal or publication)

Name of publisher or company: _____

Address: _____

A credit line will appear in the published material as follows: "Photograph courtesy Santa Barbara Botanic Garden" –AND- the photographer must be acknowledged, when known. A gratis copy of the published material containing the reproduction will be forwarded to the Garden library for its files. If subsequent reproduction of the above item(s) is desired, a new application will be submitted.



Santa Barbara
Botanic Garden

Image Use Conditions

POLICY, FEES & APPLICATION

I have read the Image Use Conditions and Fees and agree to the above conditions.

(Signature)

(Date)

Name: _____
(Primary Contact - Please print or type)

Address: _____

Phone Number: _____ Email _____

=====

FOR GARDEN USE ONLY

Approved by: _____ Date: _____
(Archivist)

Total Use Fees Billed: _____ Date: _____

Paid: _____ Date: _____

PLEASE SIGN TWO COPIES OF THIS FORM AND RETURN THEM TO THE GARDEN.
One counter-signed copy will be returned to you upon payment. Thank you.