

Audiovisual Asset Request Form

Email back to: ac7689@wayne.edu; or ag5489@wayne.edu; or reutherav@wayne.edu.

Item(s) Requested (ID#s separated by commas are fine. If no ID#, description is fine): Digital Format Requested: **Resolution Requested:** Price of reproduced item: each X amount of items (see https://www.reuther.wayne.edu/files/REPRODUCTION_Fees.pdf to see Reproduction fees) What will the asset(s) be used in: Will it be sold now or in the future? Yes No Maybe If Applicable, what is the print run, the distribution, language, and length of time that rights are desired: Price of the "Use" or "Licensing" of the item: each X amount of items (for Photographs, see http://www.reuther.wayne.edu/files/USE_FEES_Images.pdf for use fees; for Moving Images, see http://www.reuther.wayne.edu/files/USE_FEES_Moving_Images.pdf for use fees; for audio, see http://www.reuther.wayne.edu/files/USE_FEES_Audio.pdf for use fees) Comments: You will be contacted by an Audiovisual Archivist about the delivery of the asset(s) and the Licensing of the asset(s). **Bill Charges To:** Name: Email: Address: Phone: Ship Asset(s) To: Name: Email: Address: Phone: Name and Address of person responsible for the "use" of the asset:

◆◆◆◆◆◆◆◆◆◆◆◆◆◆◆◆Do Not Write Below this Line - For Office Use Only ◆◆◆◆◆◆◆◆