

SALISH-PEND D'OREILLE CULTURE COMMITTEE

ARCHIVE RESEARCH REQUEST/PHOTO USE FORM

Name: _____

Date of Request: _____

Contact Info _____ Address: _____

Contact Number(s): _____

Status/Representative of:

(Tribal affiliation, school, institution, business, ect..)

Please write a brief description of your research request, project etc.

Intended use: (check all that apply)

Publication

Education

Exhibition

Commercial

Audio-visual

Non-profit

Curriculum

Profit

Personal

Other (please specify) _____

Note. If this is a request for use of photographs; photos that have a copyright by another entity will not be loaned or copied. Separate permission must be obtained separately from the copyright owner. The Culture Committee reserves the right to refuse use for any reason for the protection of the collections and archives.

Please read the Collections Policy & Process

Office Use Only

(SPCC Staff please attach necessary copies & documentation)

Request completed by: _____

Date: _____

Approved By: _____

Date: _____

Special Terms and Conditions and/or restrictions:

Please read thoroughly and sign at the bottom.

The Salish-Pend d'Oreille Culture Committee highly values the collections; we are honored and thankful for being able to care for these collections. Donors, sellers and the owners of these collections entrust in the SPCC to care and protect these collections. It is our duty to ensure that they are properly cared for, protected and managed. The SPCC strongly upholds the agreements made by the original owner(s) of the photographs.

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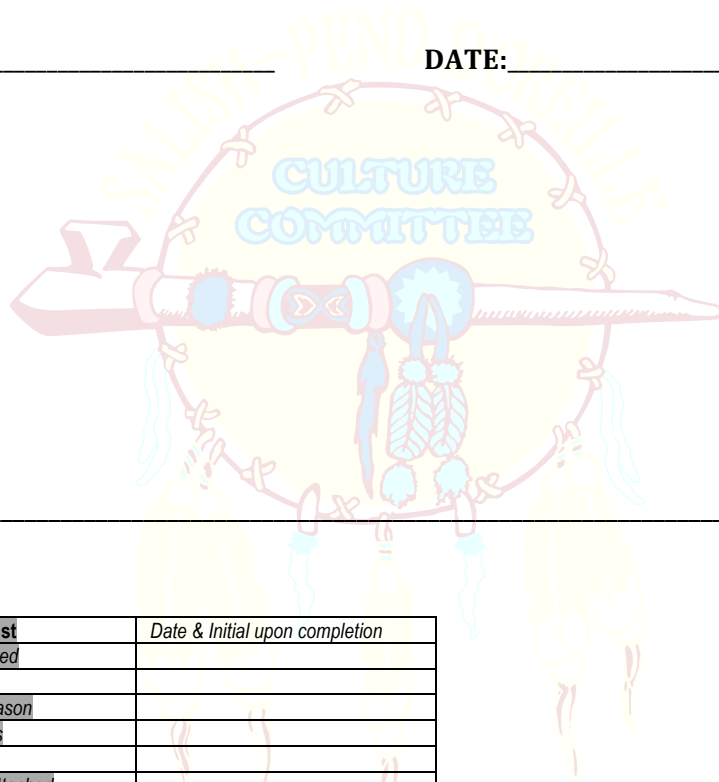
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BY SIGNING THIS DOCUMENT I AGKNOWLEDGE THT I AM RESPONSIBLE FOR PROTECTING THE MATERIAL THAT I'VE OBTAINED FROM THE SALISH-PEND D'OREILLE CULTURE COMMITTEE ARCHIVES.

I HAVE READ, UNDERSTAND & AGREE TO THE SPCC COLLECTIONS POLICY, PROCEDURES, TERMS & CONDITIONS.

SIGNED: _____ **DATE:** _____



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	Archivist checklist	<i>Date & Initial upon completion</i>
	<i>Application received</i>	
	<i>Reviewed</i>	
	<i>Pending -give reason</i>	
	<i>Director directions</i>	
	<i>Completed by</i>	
	<i>Documentation Attached</i>	
	<i>Approved by Director</i>	
	<i>Acquired All Signatures</i>	
	<i>Request delivered & Closed out</i>	

Notes: