MINISTRY OF CULTURAL HERITAGE AND ACTIVITIES AND TOURISM

Reggio Emilia State Records Office

Prot. no	stamp € 16,00
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Request for authorization to exhibit reproductions of documents

	To the Director o	f the Reggio Emilia State Records Office
The undersigned		
Address		
telephone no	fax no	Email
hereby requests to exhibit reproductions of the following documents in the event:		
with paid access for commercial purposes		

The applicant:

- declares that he/she is aware of the regulations on photographic reproduction of cultural heritage sites as per the Ministerial Decree of 8 April 1994 (Official Gazette of the Italian Republic 6.5.94 no. 104), and in particular that the authorization requested is valid for one event.
- will mention alongside any reproduced and exhibited image the Reggio Emilia State Records Office as the institute which holds the actual documentation, making explicit reference to this concession, as well as inserting a clause stating that the images may not be reproduced
- undertakes to provide this Records Office with a copy of any guide that will explain the event.

The applicant hereby declares, in accordance with the Ministerial Decree of 8.4.94, that the publication:

- \square is not exempt from paying copyright charges (the event is accessible at a c	cost
and/or has a commercial purpose), and has therefore attached to	this
document proof of payment for the relevant license fees (€ 51.65 for each	ach
colour image; € 10.33 for each black and white image)	

The documents for exhibition are the following (state the collection, section and item):

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Authorization to use the following is requested: Reproductions supplied by the Institute.
☐ Reproductions made with personal means: ☐ colour photographs ☐ black and white photographs.
Date
Signature