Material Duplication Request Policy

Visiting patrons are allowed to take digital photographs of materials for reference purposes only. Reference photographs may not be reproduced, shared with others, published or posted on the web.

Publication or commercial use of images of any Stark Center material must by approved by the Directors of the Center and is subject to fees (see below). All requests for publication or commercial use of images must be submitted on a signed Material Duplication Request Form (see below) so that the Center may document the intended use of the material.

Duplication services are also provided by the Stark Center on a fee-basis. All duplication requests are subject to approval by the Directors of the Stark Center. We will not duplicate any materials that might be damaged by the duplication process, nor will we duplicate an entire archive. Patrons needing to use large quantities of materials should plan to conduct research onsite.

If intended use is for publication (hardcopy or electronic) or broadcast, patrons/researchers are responsible for obtaining any necessary permission from the copyright holder, which in some cases may be the Stark Center and the University of Texas, but which may also be unknown entities to the Stark Center. Stark Center staff will provide any known information regarding copyright holders.

The Center will assess a fee (determined by intended distribution) for publication or commercial use; this fee is intended to offset part of our costs for processing, preservication and maintenance of our collections. In addition, a complete copy of any publication using our materials must be given to the Stark Center for our collections.

The Stark Center reserves the right to negotiate all pricing listed below if intended use appears to be significant or extensive. Stated scanning protocols may be adjusted upon request but may incur additional fees. Payment must be received before items will be pulled and scanned. PLEASE NOTE: At this time, the Stark Center can ONLY accept payment in cash or check.

PATRONS WILL DEFEND, INDEMNIFY, AND HOLD HARMLESS THE STARK CENTER AND THE UNIVERSITY OF TEXAS SYSTEM, ITS BOARD OF REGENTS, THE UNIVERSITY OF TEXAS AT AUSTIN, ITS OFFICERS, EMPLOYEES, AND AGENTS AGAINST ALL CLAIMS, DEMANDS, COSTS, AND EXPENSES, INCLUDING ATTORNEYS’ FEES INCURRED BY COPYRIGHT INFRINGEMENT OR ANY OTHER LEGAL OR REGULATORY CAUSE OF ACTION ARISING FROM THE USE OF STARK
FEE Chart:

<table>
<thead>
<tr>
<th>Personal/Research Use Only</th>
<th>Publication (paper or electronic) or Broadcast Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scans: Color, 300 dpi, PDF format</td>
<td>Scans: Color, 300 dpi, JPG format</td>
</tr>
<tr>
<td>Price is per scan</td>
<td>Non-exclusive use, Price is per image, per use</td>
</tr>
<tr>
<td>------------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td><strong>STILL IMAGES (per image)</strong></td>
<td><strong>STILL IMAGES (per image)</strong></td>
</tr>
<tr>
<td>Base Preservation Fee: $10.00</td>
<td>Base Preservation Fee: $10.00</td>
</tr>
<tr>
<td>1-10 Scans: .00¢</td>
<td>one-time, one-country: $50</td>
</tr>
<tr>
<td>11+ Scans: .25¢</td>
<td>one-time, worldwide: $100</td>
</tr>
<tr>
<td><strong>MOVING IMAGES/AUDIO</strong></td>
<td><strong>MOVING IMAGES/AUDIO</strong></td>
</tr>
<tr>
<td>.25¢ per second, $50.00 minimum</td>
<td>.50¢ per second, $100.00 minimum</td>
</tr>
</tbody>
</table>

Questions regarding this policy or regarding use of Stark Center materials should be directed to:

Cindy Slater  
Assistant Directory, Library Services  
512-471-0995  
cslater@austin.utexas.edu
Material Duplication Request Form

Name: ____________________________________________ Date: ____________
Organization: __________________________________________________________
Address: ______________________________________________________________________________________
City/State/Zip: ________________________________________________________________
Telephone/Email: __________________________________________________________________________________

☐ This is a request for permission only. I do not need a copy of the reproduction.
☐ This is a request for personal/research use only.

Item Description/Collection/Notes

☐ These reproductions are for personal/research use only. **Please continue to the Copyright Concerns statement and signature area below.**

☐ This is a request for permission to publish, exhibit, or use in facsimile reproduction. Please list title of work, publisher, and anticipated date of publication (if possible) in the space below

I agree to use the following credit line format when I publish or use in facsimile reproduction the material(s) identified above:

_________________________/______________________________________________
Collection Title/H.J. Lutcher Stark Center for Physical Culture and Sport
I agree to provide the Stark Center a gratis copy of the final publication or other product that uses these reproductions.

I agree to pay the following fee: $______________________________
(see attached Material Duplication Policy for details)

COPYRIGHT CONCERNS
Please note: the Stark Center does not hold the copyright to most items in its collections. Clearance of copyright is always the responsibility of the person wishing to publish, display or broadcast the material. Patrons are responsible for securing permission to reproduce materials from other copyright holders and for complying with copyright laws.

I will defend, indemnify and hold harmless the Stark Center, the University of Texas at Austin, and the University of Texas System, its Board of Regents, its officers, employees and agents against all claims, demands, costs, and expenses, including with limitation, attorneys’ fees, incurred as a result of alleged or actual copyright infringement or any other legal or regulatory cause of action arising from the use of Stark Center materials to the extent that the laws of the U.S. and Texas allow.

I have read and agree to comply with the Stark Center photographic reproduction policies outlined above and will not alter, reproduce, or use images in any other way than as stated on this form.

________________________________________________________________________________
Signature: __________________________________________ Date: ________________________

H.J. Lutcher Stark Center for Physical Culture and Sports Authorization

The University of Texas/Stark Center hereby authorizes you to use the reproductions (identified above) in the manner noted above. In giving its permission, the Stark Center retains its right to publish these materials and to grant permission to others to do so. This authorization does not remove the requestor’s responsibility to obtain the permission of the copyright holder in accordance with copyright laws.

________________________________________________________________________________
Stark Center Signature __________________________________________ Date __________________________

H.J. Lutcher Stark Center for Physical Culture and Sports
Terence Todd, Ph.D., Director; and Jan Todd, Ph.D., Director
403 E 23rd St, NEZ 5.700, Stop D3600
The University of Texas, Austin, Texas, 78712
Phone: 512-471-4890
www.starkcenter.org