



HARRY RANSOM  
CENTER

THE UNIVERSITY OF TEXAS AT AUSTIN

*NOTIFICATION OF INTENT TO QUOTE FROM OR PUBLISH MANUSCRIPTS*

Name (please print):

Phone:

Fax:

E-mail:

Address:

I hereby notify the Harry Ransom Center of my intent to quote from or publish the following manuscripts that are part of the Ransom Center's collections: (Please state specifically which manuscripts or parts of manuscripts you intend to quote from or publish. If any images of manuscripts are to be used as illustrations, please also complete and submit a "Notification of Intent to Publish Photographic Images" form.)

Please provide publication information below:

Author/editor:

Title:

Publisher:

Projected publication date:

Print run (number of copies):

Projected retail price:

Intended audience:

*Rights requested:*    € One country / € Worldwide  
                              € One language / € All languages  
                              € Print edition only / € Print ed. and electronic format

PAGE 1 of 2: PLEASE READ AND COMPLETE ALL PAGES

## Conditions Governing Publication of Ransom Center Manuscripts

1. All requests for use of Ransom Center materials in any medium (book, periodical, motion picture, video, website, performance, exhibition, etc.) will be considered on a case-by-case basis. This agreement shall remain in effect for the life of the project.
2. It is the responsibility of the patron to obtain any required copyright permissions from the copyright holder.
3. It is the policy of the Ransom Center to assess a fee for some uses of materials from its collections. Such fees are assessed on a case-by-case basis and are intended to offset a small part of the Center's costs associated with processing, preserving, and servicing of its collections.
4. Fees cover non-exclusive, *one-time use only* unless otherwise indicated and are to be paid in advance. They are assessed in addition to any duplication costs. You must submit a new Notification form for later editions of the same publication.
5. The following credit line must be used:

Harry Ransom Center  
The University of Texas at Austin

6. The Ransom Center requires that a complete copy of any publication (in any medium) that makes use of its materials be given to the Center for its collections.
7. THE APPLICANT WILL DEFEND AND HOLD HARMLESS THE RANSOM 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 INFRINGEMENTS OR ANY OTHER LEGAL OR REGULATORY CAUSE OF ACTION ARISING FROM USE OF RANSOM CENTER MATERIALS.

AGREEMENT: I certify that the information provided by me herein is correct. Further, I have read, understand, and by my signature below, agree to abide by the rules, regulations and obligations as set forth by the Harry Ransom Center in "Conditions Governing Publication of Ransom Center Manuscripts." (A signed copy of this form will be returned to the applicant in acknowledgment of this agreement.)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*To be completed by Ransom Center staff:*

Publication of Ransom Center manuscripts is approved, subject to payment of fee of \_\_\_\_\_

PDC: \_\_\_\_\_ Curator/Librarian: \_\_\_\_\_ Assoc. Director: \_\_\_\_\_ Date: \_\_\_\_\_