

ISTITUZIONE BOLOGNA MUSEI | Museum

Bologna, date

File no.

Re: Request for photographic material for publication, for study purposes or for personal use

Presented by:

With regard to the request above, the following decision has been taken:

- image/document not granted.
- image/document granted and exempt from security deposit, rent or fees of any kind for use and reproduction in the terms requested above.
- image/document granted in return for payment of a fee equal to €, VAT included if due, with reproduction fee according to Italian Legislative Decree no. 42 of 22/01/2004, art. 106 et seq.

Reimbursement of shipping and collection costs equal to € VAT included if due, broken down as follows:

File printed on A4, normal paper	€
Digital scan (with camera or scanner)	€
Saving and sending CD	€
Saving and sending DVD	€
Saving on USB drive (user's property)	€
File sent digitally (per transmission)	€
Collection costs (only for payments to the postal account) (VAT included)	€
Reimbursement of shipping costs up to 350 g (VAT included)	€
Reimbursement of shipping costs from 351 g to 1 kg (VAT included)	€
Reimbursement of expenses incurred	€
TOTAL REIMBURSEMENT OF COSTS	€

The total payment of € must be paid in the following manner:
 bank transfer with bank commissions charged to the sender to the bank account in the name of Istituzione Bologna Musei - IBAN IT 32 J 02008 02435 000102464044 - bic/swift UNCRITM1BA2 (Unicredit Banca - Bologna Ugo Bassi agency, Via Ugo Bassi 1) indicating as REASON: Reproduction of images at the Museum (specify the name of the museum).

The copy of the payment receipt must be submitted to the Museum, even via fax, and such sub-

mission will be followed by the issue of the invoice and the sending of the material.
The amount must be paid in full without any commission or charge, without rounding up or down, under penalty of cancellation of the agreement.

Without prejudice to the conditions above, the authorisation granted is non-transferable and is issued on a non-exclusive basis and for one time only.

Its effectiveness is subject to the applicant's compliance with the following conditions:

- The Museum is explicitly mentioned among the sources and acknowledgements with the wording Museum
- 3 copies of the publications or medium are delivered to the Museum where the filming of the spaces, images and/or documents owned by the Museum will be reproduced or disseminated.

The requesting party also agrees not to act or behave in violation of the limitations specified in this agreement and in existing legislation, to fulfil any obligations towards the government and companies that collect royalties (SIAE, IMAIE, etc.) and to indemnify and hold harmless Istituzione and the Museum from any damage resulting from claims and/or complaints by third parties as a result of the filming and use of the materials.

Termination/compensation for damages

Violation of the obligations relating to the filming and use of the material in question constitutes a breach of obligations that are essential for the Museum, which will result in the termination of the agreement by right, with the obligation to return and/or destroy the material obtained through the filming and without prejudice to compensation for damages suffered.

Exemption from liability

Under no circumstances may the agreement be interpreted as constituting an association of any kind between the parties, and under no circumstances may one party be held responsible for the obligations assumed by the other towards third parties.

Exclusive jurisdiction

Any dispute regarding the validity, interpretation, execution and termination of this agreement will be subject to the exclusive jurisdiction of the Court of Bologna.

The Museum Manager

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Note: authorisation granted only after payment of the fee and issuance of the invoice.

For acceptance and acknowledgement by the requesting party.

The requesting party declares to have read the authorisation of the request from the Museum and the terms and conditions contained therein and declares to accept them full.

Place and date

Signature of the requesting party

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