

**George T. Henry College Archives
Stewart Memorial Library
Coe College
1220 First Avenue N.E.
Cedar Rapids, Iowa 52402
319-399-8023**

Conditions for reproduction of Archival Material

Conditions regarding the obtaining of photographs, prints, printed material, or film from the archives.

1. The archives may refuse to approve any copying likely to damage the material.
2. Copies of material are provided under this agreement for the purpose of private research and study only. A separate application must be made for permission to reproduce or publish material.
3. Where the College owns the copyright, any material that is reproduced and given to the applicant, does not constitute a transfer of copyright.
4. No copies of the material provided are to be sold or in any way further reproduced or published without prior written consent from the college.

Description of records to be copied:

Collection: _____ **Box:** _____

Collection: _____ **Box:** _____

I, _____ do hereby apply for approval to obtain copies of
(Please print)
the above records from the **George T. Henry College Archives, Stewart Memorial
Library, Coe College**. I have read the conditions set out above and agree to abide by
them in full.

Signature: _____ Date: _____