

**Announce It Graphics**  
28031 Dobbin Hufsmith Road  
Magnolia, Texas, 77354

**(713) 249-4735**

**www.AnnounceItGraphics.com**



## **COPYRIGHT RELEASE FORM** Part 1

Copyright law does not permit Announce It Graphics to print pictures and graphics without permission of the copyright owner. We would like to work with you to complete your order by asking you to provide proof of your own copyright ownership or proof of permission from the actual copyright owner.

### Guidelines:

If you are the copyright owner of these images, we apologize for the inconvenience, but trust you will understand our obligation to protect the rights of copyright owners. Please complete the first portion of the Copyright Release Form below and mail or fax it back to Announce It Graphics at (281) 259-2180.

If a picture was taken by a professional photographer (for example, a scanned professional wedding or school portrait), the photographer who took the picture is usually the copyright owner. You should ask him/her to complete the second portion of the Copyright Release Form (below) and fax a signed copy to (281) 259-2180.

This Print Consent Form has been provided to you by Announce It Graphics to document permission to print images contained in the order described below. The original photographer owns the copyright in any photograph, unless the photographer has licensed or sold those rights. The copyright owner of a photograph is entitled to control the making of any copies of the applicable image. We wish to confirm with you, in writing, that you have the right to sell the images in the order described below. We will rely on your statements in this Copyright Release Form in processing this order.

Please provide the following required information:

Announce It Graphics Customer Name: \_\_\_\_\_

Copyright Holder Name: \_\_\_\_\_

Copyright Holder Address: \_\_\_\_\_

Copyright Holder Phone Number: \_\_\_\_\_

### Part 1: For images for which you are the copyright owner

If you are the original photographer, please read the following and, if the following is true and correct, please sign this form where indicated.

I hereby represent that I am the original photographer of the images provided to Announce It Graphics in the order described above and that I own the copyright in such images.

I, \_\_\_\_\_ (Photographer's Name), grant permission to Announce It Graphics to use this photograph(s) taken by me, as needed for the order listed above. I agree to indemnify and hold Announce It Graphics harmless from and against any costs, damages, expenses (including attorney fees) or other liability Announce It Graphics may incur as a result of any misrepresentation of facts by me.

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

Mail or fax a signed copy to Announce It Graphics at (281) 259-2180.

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## **COPYRIGHT RELEASE FORM** Part 2

Part 2: If you are not the original photographer, but have permission from the copyright owner to make prints, please have the copyright owner review the following, and, if the following is true and correct, sign where indicated below:

I hereby represent that I am the owner of the copyright of the images provided to Announce It Graphics by the customer identified above and contained in the order described above. I hereby give my permission to Announce It Graphics to print such images as requested by the customer. I hereby agree to indemnify and hold Announce It Graphics harmless from and against any costs, damages, expenses (including attorney fees) or other liability Announce It Graphics may incur as a result of any misrepresentation of facts by me.

Name/Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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