

## Digital Image Order Form

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### IMAGES ARE TO BE USED FOR:

PERSONAL COLLECTION    PUBLIC DISPLAY    PUBLICATION    RESEARCH

Please describe intended use of materials:

### Requested Image Files

I hereby request your permission for the nonexclusive right to reproduce the following material from the Scottsdale Public Library:

Identifier #	Item Description

Identifier numbers can be found under the images themselves or in the “Librarian’s View” part of the record in the 900 field and are in this format style, CCL-HIS-2016-0101. If you wish more than 6 images please include an attachment with those numbers as part of your request.

#### DELIVERY

Once your request has been approved and processed the images will be sent via secure email. Normal delivery and processing of your request is 5-10 business days. Large or complex orders may take longer.

#### SUPPORT YOUR LIBRARY

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I acknowledge that I will comply with all the conditions of use stated above.

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

Please email the completed form to: [LibraryDigitalCollection@scottsdaleaz.gov](mailto:LibraryDigitalCollection@scottsdaleaz.gov) or mail to:

**Digital Collection / Tech Services**  
**Scottsdale Public Library**  
**3839 N. Drinkwater Blvd.**  
**P.O. Box 1000**  
**Scottsdale, AZ 85252 - 1000**

If you have any questions, please call 480.312.7876

**Scottsdale Public Library Staff Only-**

**Date Application Accepted:** \_\_\_\_\_

**Date Materials Supplied:** \_\_\_\_\_

**Authorized Library Signature:**

**Name:** \_\_\_\_\_

**Position:** \_\_\_\_\_