

Digital Image Order Form

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- 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 # and Short 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 would like more images than this form can allow, 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.

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Please email the completed form to LibraryDigitalCollection@scottsdaleaz.gov or mail to:

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

Scottsdale Public Library Staff Only

Date Application Accepted:

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Authorized Library Signature

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