



Copyright Permissions Request Form

REQUESTOR INFORMATION

Requestor Name: _____

Legal Address: _____

Mailing Address: _____

Fax Number: _____

Phone Number: _____

Email Address: _____

Website Address: _____

Contact Person: _____

Contact Title: _____

WORKS INFORMATION

What is the name of the WORK you want to use? (Title, Author, ISBN, Publication Date)

USE INFORMATION

Number of words/pages/beginning
word/ending word? (Fiction or Non-Fiction) _____

Illustrations? (Title/Page Number) _____

Number of lines/beginning word/ending
word? (Poetry) _____

Cantus Christi? (Page Numbers and include the words: Music, Text, Settings, or All)

Any other information that will help us identify the material:

How will the material be used? (Title, Author, Description)

FOR PRINTED PUBLICATIONS

Proposed Publication Date: _____

Proposed Price: _____

Initial Print Run by Type: _____

Anticipated Total Printing: _____

FOR OTHER MEDIA (e.g. audio, electronic, broadcast, website)

Please provide full details:

Notes and Comments:

Please return your completed form to the address below, or by fax, or by email.

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