



3140 Cultural Education Center  
Albany, NY, 12230

## IMAGE USE & DIGITAL MEDIA REQUEST

Date:

### PROJECT NAME:

(Reason why images are needed)

#### 1. MEDIA REQUESTED

Please provide a brief description of the media needed.

Accession/Catalog Number:

Need media file sent  
to email listed below

For Publication

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#### 2. REQUEST FOR PERMISSION TO PUBLISH (if applicable)

Category of Use: ☐ NON-COMMERCIAL

☐ COMMERCIAL

☐ FILM/TELEVISION

Producer:

Channel/Network:

Scheduled airing date and time:

☐ DIGITAL: Website Name: \_\_\_\_\_ URL: \_\_\_\_\_

☐ PRINT: (choose one below)

☐ Book

☐ Edited Volume

☐ Periodical

☐ Exhibit

☐ Other: \_\_\_\_\_

Publication  
Title

Publication  
Author/Editor

Publisher

Publication Date

Chapter/Article  
Title

Chapter/Article  
Author

ADDITIONAL COMMENTS:

#### 3. CONTACT INFORMATION

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