

Image Permission Request

How to use this form

Complete this form and attach a list of the files you wish to reproduce. You can generate the list in the Archives' on-line database. Please include Fonds or Collection number, Series number, File or Volume number and Item number.

Submit your form and list to Archives' Research Hall staff. Please keep a copy of your file list for future reference.

This request must be signed by someone responsible for the production of the final product described below. The City of Toronto Archives will mail permission to the person named below unless you request otherwise.

Accessibility for Ontarians with Disabilities Act (AODA) – alternate options for form completion are available upon request by contacting the Archives Research Hall, 416-397-0778

If you have any questions about this form please contact the Archives Research Hall, 416-397-0778.

Applicant Information

<input type="checkbox"/> Private Individual		<input type="checkbox"/> Business/Organization (for business/organization representative please insert business contact information)	
First Name		Last Name	
Business/Organization Name (if applicable)			
Street Number	Street Name		Suite/Unit Number
City		Province/State	
Postal Code		Country	
Telephone Number		Email	

Image Permission Form

Purpose

Describe how the images will be used (in a book, documentary film, article, exhibit, brochure, etc.). Please include title, publisher, author, production company, and date of publication, release, or display.

--

Applicant Signature

I apply to use the City of Toronto Archives image(s) listed below, for the purpose described above.

Signature	Date (yyyy-mm-dd)

Notice of Collection

City Clerk's Office collects personal information on this form under the legal authority of the City of Toronto Act, 2006, SO 2006, Chapter 11, Schedule A, sections 136(c) and 200(5). The information is used to process your image permission request, for contact purposes, and to aggregate statistical reporting. Questions about this collection can be directed to City Archivist, City of Toronto Archives 255 Spadina Road, Toronto, Ontario, M5R 2V3 or by telephone at (416) 397-7393.