

**Notification of Use**  
**Special Collections & Archives Research Center**  
**Oregon State University Libraries**

**Guidelines for Use of SCARC Holdings**

The Special Collections & Archives Research Center (SCARC) freely provides access to reproductions of its holdings as a means of facilitating research, publication, and discourse. SCARC asks that those seeking to publish, display, and/or distribute materials provided by SCARC:

1. Abide by United States copyright law by determining the copyright status of each item and gaining permission from any copyright holder(s) prior to use.
2. Assist SCARC in improving access to its holdings by completing and submitting SCARC's Notification of Use form.
3. Accompany published, displayed, or distributed items from the SCARC holdings with an attribution statement identifying the OSU Libraries Special Collections & Archives Research Center and the collection to which the item belongs. The preferred attribution is "From the [*Collection Name*], OSU Libraries Special Collections & Archives Research Center."

|  |                 |  |
|--|-----------------|--|
| Date of Request                        | Name            | E-Mail Address   |
| Phone Number                           | Mailing Address |  |
| Institution/Occupation (if applicable) |                 | Institutional Status:<br><input type="checkbox"/> Non-profit <input type="checkbox"/> Commercial <input type="checkbox"/> Not for Profit |

**Information Regarding Use**

|   |   |  |  |
|---|---|--|--|
| Use Type<br><input type="checkbox"/> Publication <input type="checkbox"/> Display <input type="checkbox"/> Distribution | Title (Book, Article, Exhibit, Project, etc.)   |  |  |
| Publisher   | Publisher Status<br><input type="checkbox"/> Non-profit <input type="checkbox"/> Commercial <input type="checkbox"/> Not for Profit | Anticipated Date of Publication/Display          |  |
| Publication/Use Format  | <input type="checkbox"/> Newspaper/Magazine/Journal   | <input type="checkbox"/> Book/Textbook           | <input type="checkbox"/> Instructional course material |
|   | <input type="checkbox"/> Film/Video   | <input type="checkbox"/> Audio recording         | <input type="checkbox"/> Television                    |
|   | <input type="checkbox"/> Alternative Digital Form (please specify):   | <input type="checkbox"/> Web                     | <input type="checkbox"/> Exhibit/Public Display        |
|   |   | <input type="checkbox"/> Other (please specify): |  |

**Items to be Reproduced/Displayed/Published/Distributed**

| Identifier | Description of Item |
|------------|---------------------|
|            |                     |
|            |                     |
|            |                     |
|            |                     |
|            |                     |
|            |                     |
|            |                     |
|            |                     |
|            |                     |
|            |                     |