



INTERNATIONAL TENNIS HALL OF FAME INCORPORATED d/b/a
International Tennis Hall of Fame & Museum (ITHF&M)
194 Bellevue Avenue
Newport, RI 02840

HOME TO THE LEGENDS OF TENNIS

Information Research Center

Audiovisual Request Form

In order to expedite each photo request, patrons are asked to please fill out the form below.

A. Patron and Publisher Data

Name: _____

Institution of Company: _____

Address: _____

City: _____ State / Province: _____ Post Code: _____

Phone: _____ Fax: _____

Email: _____ Website: _____

Title of the Work to be Published: _____

Owner of Copyright to the Work: _____

Publisher: _____

Co-Publisher / Local Publisher: _____

Distributor: _____

Method(s) of Distribution: _____

Expected Date of Release: _____

What content are you looking for (specific player or event)?

When is your deadline for receiving the audio or video?

Please indicate the format you wish to receive the video or audio. Please note that duplication, medium transfer, and/or digital encoding will require additional processing fees.

Reproduction Services: (does NOT include licensing fees listed below)

- *DVD/CD duplication* ~ \$35 for first disc, \$5 per additional disc
- *Film or video transfer* ~ \$60 fee for 30 minutes or less if done in-house (\$2.00/minute over 30 minutes); at cost plus \$20 handling fee if outsourced

Miscellaneous Fees

- *Rush Fee* ~ \$50.00
- *Processing Fee* ~ \$15.00



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Turnaround Time is dependent upon the size of the request. While the average turnaround time is 3-4 days, patrons should allow for up to two weeks to process a request.

- Patrons may ask that a rush be put on their request, and an additional rush fee will apply. Staff will alert patrons if this option is not available.
- Patrons are advised that there may be delays in turnaround time due to staff demands throughout the year, including during the weeks of the Hall of Fame Tennis Championships and the US Open.

Please submit the completed form to:

Troy Gowen
Curator of New Technology/Senior Archivist
International Tennis Hall of Fame & Museum
194 Bellevue Avenue
Newport, RI 02840
T: (401) 849-3990
F: (401) 851-7920
tgowen@tennisfame.com

Audio-Visual Licensing Fee Schedule

PLEASE NOTE:

- The International Tennis Hall of Fame & Museum (ITHF&M) has not determined the copyright status for all of the audiovisual content within its collection. Therefore, the ITHF&M is acting only as an owner of the physical form of the content unless stated otherwise.
- The ITHF&M is **not** responsible for either determining the copyright status of the image(s) or audio or for securing copyright permission. Any known copyright information pertaining to the requested image(s) or audio will be provided to the patron.
- Possession of audiovisual material from the ITHF&M does **not** constitute permission to use it.
- If it can be determined that the ITHF&M does hold the intellectual property rights to the requested audiovisual content, then licensing may, at the discretion of the ITHF&M, be granted **in a separate licensing agreement**, according to the following schedule.



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Fees for licensing audio or visual collection elements from the International Tennis Hall of Fame & Museum are calculated in 1 minute intervals (or part thereof) of on-screen time (60 second minimum charge).

License fee does not include additional processing, transfer, or research fees.

The fee per 60 seconds of licensed footage depends on the intended use by licensee and the mode of distribution requested.

USE	One Format / Medium		Two Formats / Media		Multiple Formats / Media	
	Basic	Extended	Basic	Extended	Basic	Extended
Editorial	\$35	\$100	\$100	\$150	\$200	\$250
Advertising / Promotional	\$250	\$500	\$500	\$750	\$1,000	\$1,250
Commercial	\$500 minimum	\$1,000 minimum	\$1,000 minimum	\$1,500 minimum	\$2,000 minimum	\$2,500 minimum

- **Basic** rights quoted provide a ONE-TIME non-exclusive use of the image(s) in one product distributed in one format/medium in one language in North America
- **Extended** rights provide the **Basic** rights plus non-exclusive worldwide distribution in multiple languages in one format/medium
- **Two Formats / Media Distribution** provide either **Basic** or **Extended** non-exclusive distribution rights in two formats/media for the use/product specified
- **Multiple Formats / Media Distribution** provide either **Basic** or **Extended** non-exclusive distribution rights in multiple formats/media for the use/product specified

Editorial Use in any medium includes, but is not limited to, News, Exhibition Use, Public Lectures, Classroom Instruction, or Business Presentations. Upon approval, editorial use fee may be limited to a maximum fee equal to four (4) minutes, regardless of actual running time of footage licensed. All editorial use is non-exclusive.

Commercial, Advertising or other Non-Editorial Use in any medium requires approval on a case-by-case basis. All such use is non-exclusive.

*Acceptance of this form by the ITHF&M does **not** constitute an agreement to issue any license. Issuance of any license is at the sole discretion of the ITHF&M and must be confirmed in a separate written agreement.*