*Biblioteca del Seminario Vescovile di Padova*

*Via del Seminario, 29 - 35122 Padova*

*Tel.: 049 2950835 Fax: 049 8761934*

*e-mail: infoibliotecaseminariopda.it*

**REPRODUCTIONS FOR STUDY PURPOSES**

The undersigned \_\_

born in \_\_\_ on

resident in \_\_\_ tel. \_\_\_

E-mail: \_\_\_

**declares the intention to photograph the following document:**

Location: \_\_\_

Title: \_\_\_

Author: \_\_\_

Pages or sections to be reproduced: \_\_\_

**□ with personal equipment**

**□ via Library (conditions and rates on the back)**

□ for private use / for study

**Requests authorization to use the reproduced images for a scientific publication:**

□ Book/periodical

Author: \_\_\_

Title: \_\_\_

Place and date of publication: \_\_\_

Number of copies expected: \_\_\_ Cover price: \_\_\_

□ Website \_\_\_

□ Other type of publication \_\_\_

*The undersigned also declares under their own responsibility that the reproductions obtained will not be used for purposes other than those indicated or made available to other persons or entities.*

*They also declare to be aware of the regulations (Legislative Decree of January 22, 2004, no. 42, and subsequent amendments and additions, as well as ministerial circulars regulating the matter).*

*They also commit to:*

* *Comply with current copyright regulations*
* *Provide the Library with 1 free copy of the publication*
* *Cite the Ancient Library of the Seminary of Padua for each published image, specifying its location in the collection.*

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Conditions and Rates***

Manuscripts and documents printed before 1900 or in poor condition cannot be photocopied. For personal study purposes only, photographic reproduction with personal equipment is allowed, in compliance with current copyright regulations and conservation standards.

**Photographs with personal equipment**

a) **Manuscripts and printed books**: Photographs taken with personal equipment are free (except for special cases, for valuable or rare items, as indicated by the Management).

b) **Correspondence-Letters**: Photographs taken with personal equipment are free.

**Photographs taken by the Library**

For printed volumes, a fee of €0.50 per shot applies, and for correspondence, a fee of €1.00 per shot (including black and white printing or sending via email; color printing: €1.00).

For complete reproductions or reproductions exceeding 10 sheets (= 20 pages), a fee ranging from €20.00 to €50.00 will apply (depending on the item's value or rarity).

*These amounts serve as reimbursement for document reproduction costs.*

**The Seminary Library does not issue invoices but provides a receipt (acknowledgment of payment), which must be expressly requested by the user when submitting the form to the Library.
If an invoice is needed, a professional photographer must be contacted.**

**Payment Details:**

Seminario vescovile di Padova

Via del Seminario 29 – 35122 Padua – Italy

Tax Code: 80008630289

Bank details:

Bank: Banca Popolare di Verona

IBAN: IT88K0503412112000000000593

Purpose: *Contribution for the library.*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**FOR LIBRARY USE ONLY**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

□ Authorized

□ Not authorized for the following reasons: \_\_\_

***Library Director***

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_