

# THE SPIDER WEB

YEARBOOK@HIRAM.EDU

330-569-5941

## PHOTO USE REQUEST FORM

Name \_\_\_\_\_ Organization \_\_\_\_\_

Date Submitted \_\_\_\_\_ Extension \_\_\_\_\_

Description of photo(s) needed  Hard-copy? (May require a charge.)

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I have **read** and **understand** *The Spider Web* Photo Use Policy and agree to comply with its terms and regulations.

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

### For Office Use Only:

Date Received \_\_\_\_\_ Assigned To \_\_\_\_\_

Completed Date \_\_\_\_\_ Notified \_\_\_\_\_

Computer Directory \_\_\_\_\_

Notification Date/Method/Contact \_\_\_\_\_

Editor-in-Chief Signature \_\_\_\_\_