

Densho: The Japanese American Legacy Project  
Request for Permission and Materials Form

**Date of Request:** \_\_\_\_\_

**Contact Information**

Name of Organization or Individual to be named on the Restricted Use Agreement

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Person \_\_\_\_\_

Contact Person's email \_\_\_\_\_ phone \_\_\_\_\_

Address to send materials, invoice and agreement (if different from above)

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Project Description**

Brief description of the project, audience served, and how Densho materials will be used.

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

**Image Requests** [For each image]

**Image #1** - Location on website where you saw the image, e.g., name of the collection in the archive; or section or page from an educational webpage: \_\_\_\_\_

\_\_\_\_\_

Brief Description: \_\_\_\_\_

Densho ID (example: denshopd-i35-00001): \_\_\_\_\_

\_\_\_\_\_

**Image #2** - Location on website where you saw the image, e.g., name of the collection in the archive; or section or page from an educational webpage: \_\_\_\_\_

\_\_\_\_\_

Brief Description: \_\_\_\_\_

Densho ID (example: denshovh-agene-01-0001): \_\_\_\_\_

\_\_\_\_\_

[For the batch of images]

Image format desired, e.g., JPEG, TIFF, etc. \_\_\_\_\_

Delivery medium, e.g., CD, FTP, etc. \_\_\_\_\_

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

**Video Requests** [For each video segment]

**Video #1** - Location on website where you saw the video, e.g., name of the collection in the archive; or section or page from an educational webpage: \_\_\_\_\_

Brief Description: \_\_\_\_\_

Densho ID (example: denshovh-agene-01-0001): \_\_\_\_\_

Portion of the segment that will be used. (What works best is to copy and paste the transcript of the portion you will be using.) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Video #2** - Location on website where you saw the video, e.g., name of the collection in the archive; or section or page from an educational webpage: \_\_\_\_\_

Brief Description: \_\_\_\_\_

Densho ID (example: denshovh-agene-01-0001): \_\_\_\_\_

Portion of the segment that will be used. (What works best is to copy and paste the transcript of the portion you will be using.) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

[For the batch of video segments]

Video format, e.g., MPEG2, QuickTime, etc. \_\_\_\_\_

Delivery medium, e.g., DVD, CD, miniDV, etc. \_\_\_\_\_

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

**Other Requests**

Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Send this Request for Permission and Materials Form to:

Densho  
1416 South Jackson Street  
Seattle, WA 98144  
Phone: (206) 320-0095  
Fax: (206) 320-0098  
Email: [info@densho.org](mailto:info@densho.org)