

**St. Catharines Standard / Niagara Falls Review Fonds  
Reproduction Agreement and Order Form**

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone / Email: \_\_\_\_\_

Purpose of request: (Research, Private Study, Education, Publication including social media, Editorial, Review, etc. Provide detail. Text will wrap.)

---

List records for reproduction - please include descriptions, dates, catalogue numbers for each if available. Attach additional sheets as necessary:

- 1.
- 2.
- 3.
- 4.
- 5.

Special instructions (i.e. digital image format, resolution - dpi/ppi, etc.)

---

Brock University cannot grant or deny permission to copy or publish photographs and other records reproduced from its collections. It is your obligation to determine and satisfy copyright or other usage restrictions such as donor restrictions, privacy rights, publicity rights, licensing, and trademarks.

General copyright guide - <https://ourdigitalworld.net/resources/copyright/copyright-general-rules/>.

Researcher(s) must obtain copyright permission from Torstar Syndication Services or its designated representative, or where Torstar is not the copyright holder, from the applicable third-party copyright holder. Brock University will require proof of such permission before any such order is processed and may only process such orders in accordance with the terms of said permission. To seek permission from TorStar/Metroland go to this website or write to the email address - <http://www.torstarsyndicate.com> or [syndicate@torstar.com](mailto:syndicate@torstar.com).

If necessary, has permission to reproduce these records been provided from the copyright owner? Provide the name and contact information of the copyright holder.

---

If yes, attach the letter of permission from the copyright owner.

1. By my signature, I agree that this document shall serve as a legally binding reproduction order and one-time, non-exclusive reproduction agreement.
2. Copyright, underlying rights, all other intellectual rights and interest pertaining to the requested record(s) and to any and all reproductions generated under this agreement by any means whatsoever, shall at all times be retained solely by Brock University or its original owner. Brock University does not surrender, assign, or transfer copyright to any party for any reason. Brock University does not warrant or guarantee that it owns any copyright or other proprietary intellectual property rights in the record(s).
3. I assume sole legal liability for any infringements of copyright, underlying rights, all other intellectual property rights, and all privacy laws pertaining to the use, reproduction, communication, distribution, exhibition, sale, digitization, or publication of the requested record(s). It is fully understood that Brock University shall in no way be held legally liable for infringements of copyright, underlying rights, all other intellectual rights, and interest or invasion of privacy, associated with this reproduction request now or at any time in the future. This agreement does not constitute authorization by Brock University to do any acts contrary to the *Copyright Act*, *Trade-marks Act*, or any other law of Canada or Ontario.
4. This agreement is a one-time, non-exclusive agreement to reproduce the record(s) specified on the face of this agreement or attached sheets only. I agree that purchase and/or possession of the reproduced record(s) shall in no way constitute a license to reuse, repurpose, adapt, modify, enhance, value-add, use with other works, products, or merchandise, advertise, distribute, sub-license, sell, rent, digitally scan, copy, exhibit, display, include in a database or multimedia products, or transmit, by any media or technology now known to exist or to be invented or discovered in the future, except for the specified one-time, non-exclusive use identified on the face of this agreement, without prior written permission of the Brock University or the rights owner(s).
5. One complimentary copy of any publication in which record(s) appears should be sent to the Brock University Archives & Special Collections.
6. I agree to provide exhibit labels or citations giving credit to the Brock University Archives & Special Collections as well as the copyright owner whenever the reproductions of any record(s) specified on the face of this agreement or attached sheets are used. The credit line should read: "*Item description (location), collection name, Courtesy of Archives & Special Collections, Brock University Library and Metroland Media Group Ltd.*" or as otherwise specified by Brock University on behalf of itself or its donors.

Ex.: 1966 photo of soapbox derby winner (Box 32, Folder 31), St. Catharines Standard/Niagara Falls Review Fonds, Courtesy of Archives & Special Collections, Brock University Library and Metroland Media Group Ltd.

By my signature, I the undersigned (the requester) do hereby acknowledge that I have carefully read, fully understand and agree to all conditions as outlined above, and that this document shall serve as a legally binding order and one-time, non-exclusive agreement.

_____	_____
Requester	Date
_____	_____
Signature of Brock University Representative / Title	Date