



Request for Use and Reproduction of YNLC Resources

PLEASE NOTE

Permission is given for **the sole purpose** as stated below. For any subsequent use (editions or formats) of the material, written permission must be received from the Yukon Native Language Centre.

First Name: _____

Last Name: _____

Mailing Address: _____

City: _____

Country: _____

Postal Code: _____

Email Address: _____

Phone Number: _____

Are you First Nations? Yes No

First Nation Membership (if applicable): _____

Are you requesting to use resource materials on behalf of a First Nation person, community, government or organization? Yes No

If yes, name of person, community, government or organization you are requesting to use resource materials on behalf of: _____

***If yes, please provide an official letter when submitting this form as proof including contact information of the person, organization, etc.**

I, _____ am writing to ask your permission to use, distribute, publish materials using YNLC's following resources:

Illustrations Audio recordings Written text

***It is required to send YNLC a final copy for review and approval before publication.**

Please describe the source of this resource, including how and when it will be used:

Preferred reproduction format type:

- | | | |
|--|--|------------------------------------|
| <input type="checkbox"/> Pick-Up | <input type="checkbox"/> USB | <input type="checkbox"/> JPEG |
| <input type="checkbox"/> In-Person Onsite Viewing Only | <input type="checkbox"/> CD/DVD | <input type="checkbox"/> TIFF |
| <input type="checkbox"/> Mail | <input type="checkbox"/> Cloud Sharing (Google Drive | <input type="checkbox"/> PDF |
| <input type="checkbox"/> Email | or sent over email) | <input type="checkbox"/> Photocopy |
| | | <input type="checkbox"/> MP3 |
| | | <input type="checkbox"/> WAV |



Conditions:

1. The Applicant is responsible for ensuring his or her compliance with the *Copyright Act* with respect to the reproduction and use of YNLC materials. It is the sole responsibility of the Applicant to determine the copyright holder and to obtain permission to copy and/or publish copies of records from the YNLC. If a collection or material is owned by a First Nation, a letter from that First Nation with permission for use by the applicant is necessary.
2. The Applicant will indemnify and hold the YNLC, its agents and employees harmless from and against any and all claims, damages, liabilities, costs and expenses arising out of or in connection with the reproduction of the digital copies of the materials from YNLC or the use thereof.
3. Reproductions may not be copied, scanned, exhibited, resold or used for any other purpose than specified in this agreement.
4. These resources may not be sold for profit.
5. The YNLC retains stewardship to the material and will receive credit as author and creator with the respective logos whenever the material is published including social media postings, materials development, website postings, email incorporation, and other promotional or developed materials.
Example of Credit line “Used with permission of the Yukon Native Language Centre – Council of Yukon First Nations.
6. The provision of digital reproductions of YNLC materials in no way transfers either copyright or property rights, nor does it constitute permission to commercially publish or distribute these materials.
7. The requestor is required to provide YNLC a final copy for review and approval prior to publication.

I acknowledge that I have read and understand the YNLC Policy for Request for Use and Reproduction of YNLC Resources and agree and abide by all the conditions stated therein.

Name: _____

Signature: _____ Date: _____

YNLC Authorized Staff: _____

Signature: _____ Date: _____