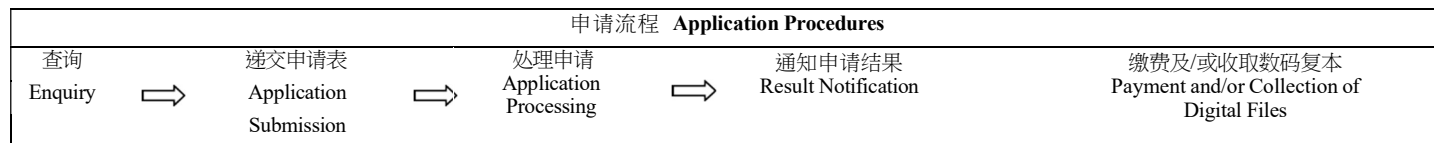


资料/藏品复制申请表 Application for Reproduction of Museum Materials/Collections



申请人资料 Applicant Details

申请人姓名 Name of Applicant: _____

公司 / 机构 (如适用) Company / Institution (if applicable): _____

地址 Address: _____

电话 Telephone: _____ 电邮 E-mail: _____

申请资料 Materials Requested

(请在适当方格填上 。如有需要, 请另备附页。Please mark in the appropriate boxes. If necessary, please use additional papers.)

藏品编号 Museum/ Collection No.	藏品标题 & 艺术家名称 Collection Title & Artist Name	数码复本 Digital Copy	使用权 Usage	商业/非商业用途 Commercial / Non-commercial use
		<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No	<input type="checkbox"/> 商业 Commercial <input type="checkbox"/> 非商业 Non-commercial
		<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No	<input type="checkbox"/> 商业 Commercial <input type="checkbox"/> 非商业 Non-commercial
		<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No	<input type="checkbox"/> 商业 Commercial <input type="checkbox"/> 非商业 Non-commercial
		<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No	<input type="checkbox"/> 商业 Commercial <input type="checkbox"/> 非商业 Non-commercial
		<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No	<input type="checkbox"/> 商业 Commercial <input type="checkbox"/> 非商业 Non-commercial

用途 Intended Use

声明 (声明须知: 申请人如提出虚假声明, 须负上侵犯版权的法律责任。)

Declaration (Note to Declaration: The applicant who makes a false declaration is liable for infringement of copyright.)

申请人/公司/机构声明使用复制项目作 _____ 用途。

The applicant/company/institution declares that the reproduced item(s) will be used for the purpose of _____.

出版 (如适用) For Publication (if applicable)	展览或活动 (如适用) For Exhibition or Event (if applicable)
编/著者 Author/Editor:	名称 Title:
刊物名称 Title:	日期 Period:
性质 Nature: <input type="checkbox"/> 出售/商业 for sale/commerce (售价 Price: _____ /本 Copy) <input type="checkbox"/> 慈善 for charity <input type="checkbox"/> 免费派送 free distribution <input type="checkbox"/> 其他 others 请注明 please specify:	地点 Venue: 主办单位 Organiser:
类型 Type: <input type="checkbox"/> 书籍 book <input type="checkbox"/> 期刊 periodical <input type="checkbox"/> 小册子 pamphlet <input type="checkbox"/> 杂志 magazine <input type="checkbox"/> 录像/光盘 video/CD-Rom <input type="checkbox"/> 网页 webpage <input type="checkbox"/> 其他 others 请注明 please specify:	入场费 Admission Fee: 复制项目用于制作 Reproduced item(s)is/are used for the production of:

申请人/公司/机构已细阅及愿意遵守本申请表第三页所载的申请须知，并缴付所需费用。

The applicant/company/ institution has read through, and agrees to abide by the Notes for Application on page 3 of this application form and pay the necessary fees if required.

(若属公司/机构请加盖章)

申请人签署 Signature of Applicant: _____ (Company/ Institution Chop where applicable)

申请人姓名 Name of Applicant: _____

日期 Date: _____

博物馆专用 For official use only		
Approval	Fees	Progress
<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Approved, except Item No.: _____ MD / C () _____ Date / /	HK\$ _____ Received on: _____ <input type="checkbox"/> Cheque <input type="checkbox"/> Bank Draft / Telegraphic Transfer <input type="checkbox"/> Cash Bank & No. _____ M.R. No. _____	Items ready on _____ Sent on / Collected on _____

申请须知 Notes for Application

(A) 复制服务收费表 Fees of Reproduction Service		
项目 Item	数码复本 Digital Copy	使用权费（每项每次） Usage Fee (per item per usage)
商业机构 Commercial Organisation	每张港币 75 元 HK\$75 per copy	港币 1,000 元 HK\$1,000
学术及非牟利机构 Academic and Non-Profit Making Organisation	每张港币 75 元 HK\$75 per copy	免费 Free
数码复本 Digital Copy <ul style="list-style-type: none"> 格式- jpg or tif 视乎现有图档 <i>Format - jpg or tif, subject to availability</i> 解像度：不定 视乎现有图档 <i>Resolution - Various, subject to availability</i> 图档大小：不定 视乎现有图档 <i>File size - Various, subject to availability</i> 不设裁放、修饰或调度服务 <i>No provision of digital cropping, retouching or tuning services</i> 		
(B) 申请及使用条款 Terms and Conditions of Application and Use		
<p>1. 如欲申请复制 / 使用香港艺术馆藏品项目，申请人必须填妥并签署本申请表，以邮寄（地址：香港九龙尖沙咀梳士巴利道10号香港艺术馆 藏品登记组）、电邮（hkmareg@lcsd.gov.hk）或亲身递交。</p> <p>Please fill in and sign this application form for reproduction / use of the items from the Hong Kong Museum of Art. Application form can be submitted by post to Hong Kong Museum of Art (Address: Registration Sub-unit, Hong Kong Museum of Art, 10 Salisbury Road, Tsim Sha Tsui, Kowloon, Hong Kong), by email (hkmareg@lcsd.gov.hk) or in person.</p> <p>2. 部份馆藏或未能提供高像素数码复本，申请人宜先向本馆职员查询。查询请致电(+852) 2734 2181或电邮至hkmareg@lcsd.gov.hk。High-resolution digital copies may not be available for certain collection items. Applicant is advised to consult the Museum staff prior to submitting application. For enquiries, please call (+852) 2734 2181 or email to hkmareg@lcsd.gov.hk.</p> <p>3. 由收到申请表及所需补充数据(如有)的日期起计，一般复制工作会于十四个工作日内完成；若要求复制的项目未有数码档案，或需较长时间处理。</p> <p>Upon receipt of the application form and the supplementary information (if any), application for reproduction would normally be completed within 14 working days. It would take a longer processing time if digital files of the requested item is not available.</p> <p>4. 若申请人于付款后三个月内仍未提取已复制的照片，本馆有权弃置该批项目，所有已支付的费用将不获发还。</p> <p>No refund of the fees already paid would be made if the reproduced items are not collected within three months from payment. The Museum reserves the rights to dispose of such reproduced photographs after the three months' period.</p> <p>5. 批准复印权只限使用一次，并只适用于申请书内所述之用途。本馆保留若干藏品项目的使用权及复制权。因此，申请人应先与本馆职员磋商以确定是否可使用其所需项目。若其申请之用途抵触本馆形象和宗旨，本馆有权拒绝其申请。</p> <p>Permission for use of the reproduced item(s) is valid for only one time for usage as stated on the form. Applicants are advised to first make certain with the Museum staff if items required are available as the Museum reserves usage and reproduction rights on certain collection items. The Museum also reserves the rights to turn down applications in all stances where intended use of the items appears to be contrary to the image and interest of the Museum.</p> <p>6. 该等复制项目只可作声明中列举之用途。若申请人日后欲再次使用或以任何形式复制该等项目，必须再次申请并缴付相关费用；惟本馆保留最后批核权。馆藏图像版权属香港特别行政区政府所有。未经许可，严禁以任何形式翻印或转载。在未得本馆及/或有关项目的版权持有人同意，不得擅自再次使用或复制任何项目，违者可能会被检控。</p> <p>The reproduced item(s) can only be used for the purpose as stated in the Declaration. Should the reproduced item(s) be required to be reused or reproduced in any formats in future, it is necessary to make a new application and is subject to relevant fees. The Museum reserves the rights on final approval. The copyright the collection images belongs to the HKSAR Government. Reproduction without permission is strictly forbidden. Under no circumstances should any item(s) be reused or reproduced without the consent of the Museum and / or the copyright owner. Unauthorized reproduction may be liable to prosecution.</p> <p>7. 不论以任何方式发表复制项目，引用博物馆藏品项目时，须适当地注明「香港艺术馆藏品」及/或「图片由香港艺术馆提供」，或于刊物、印刷品、视听节目制作、网页内适当地鸣谢香港艺术馆。申请人应按本馆要求提供一份该项制作之完成品以作纪录。</p> <p>The publication of the item(s) in any forms should be accompanied by the acknowledgement "The Collection of Hong Kong Museum of Art"/ "Image supplied by the Hong Kong Museum of Art". which should be printed adjacent to each reproduced image practica unless the publication / printed material / audio-visual production / webpage contains a specific passage or note to acknowledge the Museum where appropriate. The applicant should provide a complimentary copy for record upon request by the Museum.</p> <p>8. 请与本馆职员核实应缴费用。本地申请人请亲身前往香港艺术馆，以划线支票(抬头请注明「香港特别行政区政府」)或现金缴费。海外申请人请以银行本票或电汇缴付港币净额费用 (不包括银行手续费)。职员确认收受费用后，将电邮复制项目(如适用)予海外申请人。</p> <p>Please check with the Museum staff responsible for the collection for the exact amount of payment. For local applicants, please pay by crossed cheques (made payable to "The Government of the HKSAR") or cash in person at the Hong Kong Museum of Art. For overseas applicants, please send in a bank draft / telegraphic transfer denominated in Hong Kong Dollars the net amount of fee (exclusive of any bank service charges). Upon confirmation of receipt of the fee, the Museum staff will send the reproduced items (if applicable) by email to the overseas applicant.</p> <p>9. 提供个人资料纯属自愿性质。然而若数据不足，本馆职员可能无法处理有关申请。根据个人资料（私隐）条例（香港法例第486章）第十八、二十二条及附表一载列的第六原则，申请人所提供的个人资料，将用以处理其申请。申请人如欲查阅及/或更正本申请表内的个人资料，可与本馆职员联络。</p> <p>While the provision of personal data is voluntary, the Museum staff may not be able to process the application due to insufficient information provided. Personal data given by the applicants in this form shall be used for processing the application in accordance with Section 18, 22 and Principle 6 of Schedule 1 to the Personal Data (Privacy) Ordinance (Cap.486 HK Laws). Request for access and/or correction of personal data stated in this form should be made to the Museum staff.</p>		