

Photo reprint request

Request form for images taken by Reporter Staff Phototographers

Customer name _____ Date _____

Address _____

City, State and Zip _____

Phone _____

Date of publication _____ Phototographer's name _____

Section and page number _____

Please describe photo. If more than one photo appears on a page describe its location.

- All reprints are printed in color and are formatted on 8.5 x 11 inch photo paper. The image will be printed as large as the crop will allow by width and depth.
- Photo reprints ar \$25 each plus tax. Addition reprints of the same image are \$12.50 each.
- Associated Press photos or photos contributed from sources other than Reporter Staff Photographers are not available.
- Please allow 3 to 5 working days for your order. Same day rush orders will add 50 percent of the total bill.

Please add 7.375%
sales tax to
each order.

	total	with tax
	\$25.00	\$26.84
	\$37.50	\$40.27
	\$50.00	\$53.69

Number of copies requested _____

Please _____ mail (add \$1.10) _____ hold for pickup

Amount paid \$ _____ Received by _____

- All orders must be prepaid. If request is mailed, please do not send cash.
- Make check payable to "The Reporter". Mail payment and form to:

Rick Roach/Photo Editor,
The Reporter
916 Cotting Lane
Vacaville, CA 95688

Reporter reprint policy:

Reprints of Reporter staff produced images are available. Unpublished photos of the same event may be available at the discretion of the photo editor. In this case, some or all of those images may be available for purchase. Photos used for republication are charged at a higher rate. Please contact the photo editor for details. The Reporter reserves the right to cancel any order and refund any payments if for any reason the requested photo cannot be produced. Any questions regarding phto reprints can be directed to Rick Roach, Photo Editor, at 707 448-2200 or e-mail newsphoto@thereporter.com.