

# DALY CITY HISTORY ONLINE

The Daly City Public Library is soliciting historical photographs for its new Daly City History Online website.

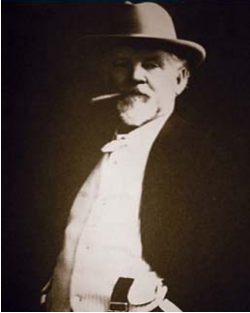
The primary interest is in photographs from the 1960s or earlier unless the photograph has historical value from a more recent date, i.e. depicts a newsworthy event.

## **Submission Process:**

- We happily accept both photographic prints and electronic images. If you submit a photographic print, we will scan it, creating an electronic file for use on the site and the original photo will then be returned to you.
- Please complete a **Web Photograph Submission and Release Form** (attached) to accompany your photograph(s).
- Acknowledgement will be given to all those who offer the use of their photographs for display on this website (unless otherwise requested).
- Submit all photographs and paperwork to:  
Chela Anderson  
Daly City Public Library  
40 Wembley Drive  
Daly City, CA 94015
- Please remember that the Daly City Public Library will choose:
  - o Which photos will be displayed on its website,
  - o If a photograph is displayed, what the caption wording with the photograph will be, and
  - o At what size the image will be displayed
- Photographs must be adequate in quality and size to allow viewers to be able to discern what and/or who is pictured.

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## Web Photograph Submission and Release Form



Thank you for allowing the Daly City Public Library to use your photograph(s) on the Daly City History Online website. This website is dedicated to providing information on the history of the City of Daly City. We will scan your photographs for use on the site and the original photo will then be returned to you. The Library will make every effort to ensure that the photograph is protected and will not be used in any other way. Signature below also constitutes a waiver from any claim of copyright violation.

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Number of Photographs: \_\_\_\_\_

Description of Photograph(s) *please include historical reason for submitting, names of people in photograph, location and date of photograph, and other relevant information:* \_\_\_\_\_

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Signature of Donor

\_\_\_\_\_  
Date