



Billy Graham Evangelistic Association

1 Billy Graham Parkway, Charlotte, North Carolina 28201

REQUEST FOR PERMISSION

Please complete this form completely in order to provide us with information necessary to process your request. **Response time is approximately four to six weeks.**

General Information

Name: _____ Title: _____ Date: _____

Organization Name: _____

Address: _____ City: _____

State: _____ Zip: _____

Telephone: _____ Fax: _____

E-mail Address: _____

Website Address: _____

Material you are requesting permission to use

Print (Book; Magazine; Tract) Photo Audio/Visual Web site material

Other _____

Title and source of our material (If possible, attach photocopy of excerpt, photo, or front page of the material and include any copyright/publisher information you have. If material is from our Web site, give Web site address of material): _____

Your intended use of the material

Describe your project (i.e. book, documentary, article, etc. Include title of project): _____

Describe in detail how you intend to incorporate our material into your project (i.e., how you want to use our material; use an attachment if necessary): _____

What percentage of your project will consist of our material? _____

Please attach the specific text, script, photo, etc. you wish to use. Also attach text, script, etc. immediately preceding and following the material you want to use.

Describe other material to be included in the completed project (such as other authors, interviewees, photo subjects, etc.): _____

Will your completed project be offered for sale? No Yes If "Yes," will the price be limited to the recovery of costs? No Yes

Intended target audience for your project: _____

Number of copies to be produced: _____

Describe the distribution process (i.e. how you will market and distribute the work): _____

Describe your deadline date: _____
(Our normal turn-around time is approximately four to six weeks.)

**General guidelines, terms, and conditions regarding use of our material if permission is granted:
(BGEA reserves the right to make exceptions to these guidelines)**

- You must link to our Web site material rather than copying and reprinting it on your site.
- If photos are included as part of your request, they *must not* be used on the front/back cover of the completed project unless specifically permitted by BGEA.
- The material you are requesting permission to use must only be a small portion of the whole project.
- You must use the credit line that we will provide you.
- Permission will be for nonexclusive, nontransferable, one-time use, with reprints possible upon subsequent request.
- Use of material must be for a non-commercial purpose and must not be sold.
- Material cannot be used for fund-raising purposes such as appeal letters or for advertising.
- The names Billy Graham, Franklin Graham, or the Billy Graham Evangelistic Association may not be used for promotional purposes.
- Sub-licensing is not permitted.
- Permission is subject to specific conditions and restrictions or may be withdrawn at any time.

I have read the General guidelines, terms, and conditions above and agree to abide by them.

Signature: _____ Date: _____

NOTE: Completion of this form does not constitute permission. If your request is granted, we will provide you with written approval that specifically addresses your request.

Mail, fax, or email the completed form to:

Stephen G. Scholle
Vice President of Administration
Billy Graham Evangelistic Association
1 Billy Graham Parkway
Charlotte, NC 28201
Fax: 704-401-3008
Email: bgpermissions@bgea.org