**DOJ IMAGE REQUEST CHECKLIST**

Company/Organization Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company/Organization is for profit

Company/Organization is non-profit

Contact Information

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What is the image being used for? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Copy of requested image is attached

***If the image is to be used for print:***

Print run (how many copies of the publication will be printed): \_\_\_\_\_\_\_\_\_\_\_

Number of pages of the publication the image is requested for: \_\_\_\_\_\_\_\_\_\_\_

What language will the publication be printed in? \_\_\_\_\_\_\_\_\_

Territory – where will the publication be distributed? \_\_\_\_\_\_\_\_\_

Please upload image as above, if you have not done so already