

## **Regulations for Reproduction of Materials that will be used in publications, media presentations, exhibitions, or publication of reproductions**

The regulations and charges for reproduction of visual images for use in publications, video or other media presentations, exhibitions, and publication of reproductions vary by the proposed use of the visual images. In all cases please complete an application form to present for review. Please consult the directions below, by proposed use, as a guide to charges.

### **(1) Use of images in a journal article or book**

1. In principle, there will be a charge of ¥10,000 per image.
2. Following publication, one copy of the publication should be donated to Toyo Bunko for our records. In cases where the images are included in a catalogue, two copies of the publication should be donated to Toyo Bunko.

### **(2) Use of images for a TV program, Video or DVD**

In principle there will be a charge of ¥20,000 per image. In cases where there is a request that is approved for the applicant to make a new visual recording, the basic charge will be ¥30,000 per request. This basic charge covers up to 2 hours of video recording. If the recording process takes more than 2 hours, or extends over several days, we will negotiate the appropriate charges.

### **(3) Use of materials for an Exhibition**

1. In cases where copies of images are used in panels for an exhibition, there will be a basic charge of ¥20,000 per image. If the images are used as part of a permanent exhibition, the charge will be ¥40,000 per image.
2. If the image is used on a panel for a short-run exhibition, we ask that you donate the panels to Toyo Bunko after the end of the exhibition.
3. For charges to borrow items in our collection for an exhibition, see the Regulations on loan of materials for exhibitions.

### **(4) Publishing Reprints of materials (photo reprints or imprints)**

1. The basic charge for publishing reprints of materials in the Toyo Bunko collection is ¥50,000 per 50 pages. In calculating the pages for traditional books, one double page spread is counted as one page.
2. The publisher is expected to donate three copies of the publication to Toyo Bunko.

**Permission to do your own photographs**

If you wish to do your own photographing for items (1),(3), and (4) above, please submit a request on the specified form. After receiving approval and completing the filming and use of the images, you are expected to donate the film to Toyo Bunko.

**Additional Comments**

In cases where the reproduction and use of images is connected with publicity activities on behalf of Toyo Bunko and in cases where Toyo Bunko itself is producing images for related activities, Toyo Bunko reserves the right to reduce fees or exempt those asking for images from the fees stated above. When the Charman of the Board of Toyo Bunko specifically approves, the above shall not apply.