

**REQUEST FOR PERMISSION TO COPY**

Dear Sir or Madam:

I would like permission to copy the following for continued use in my classes in future semesters:

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Please indicate your consent to this request by filling in the spaces provided below and returning this letter to us. A self-addressed stamped envelope is provided for your convenience.

Sincerely,

Faculty Member

\*\*\*\*\*

**PRODUCER'S REPLY:**

Title: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_ Permission Granted

\_\_\_\_\_ Permission Denied

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

Conditions or details: \_\_\_\_\_

\_\_\_\_\_