**INDY**

**How to request permission to use or distribute material protected by copyright**

To the legal representative of P.A.F.O.M.

(For the attention of the Content Management Officer)

**Fill out the following details and return to this address** **utilizzo.indy@focolare.org**

 Subject: Request for the use and distribution of material of the Indy portal protected by copyright

 by the author

I, the undersigned [NAME AND SURNAME],

as [INDICATE YOUR ROLE],

 request permission to use the following material [INDICATE TITLE AND TYPE OF MATERIAL YOU

 INTEND TO USE, SPECIFYING TYPE OF FILE - TEXT, AUDIO OR VIDEO - AND WHETHER IN WHOLE OR

 PART] as material to be included within [INDICATE TITLE AND PURPOSE OF YOUR PROJECT].

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 AND DURATION OF DISTRIBUTION OF THE MATERIALS AND TO WHAT AUDIENCE].

 With this agreement, I assume full responsibility for the attribution of the material, always citing

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PLACE AND DATE OF SENDING - APPLICANT'S SIGNATURE