**Permission Request**

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:

I am writing to request permission to reprint the following material in a book entitled \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to be published by the University Press of Florida.

[Description of item][attach copy of material if available]

I am requesting these non-exclusive rights:

* [Color] [black and white] reproduction
* World distribution rights
* All languages
* All media
* All formats (including cloth, paperback, and digital)
* Life of edition

The book is tentatively scheduled to be published in [year]. The price will depend upon production costs.

Considering the academic nature of the book and the non-profit status of the University Press of Florida, I would be most grateful if you would consider waiving or reducing your standard permissions fee.

I will acknowledge the source of the material in the book, in accordance with scholarly convention. If you require any specific wording or acknowledgment to be included with the material, please indicate below. If you are not the rightsholder of this material, I would be grateful for information on the party who does hold the rights, if known.

Thank you for your consideration of this request, and I look forward to hearing from you.

Sincerely,

[author signature]

**I hereby grant permission for the use of the material as indicated above.**

**Required Wording for Source / Credit / Acknowledgment:**

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Signature of rights holder Date

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