

VICTORIA AND ALBERT MUSEUM
South Kensington, London, S.W.7

ORDER NO. 849/66

ENG^o BERNARDO FERRÃO
RUA SENHORA DA LUZ Date: 24,
PORTO,
PORTUGAL.

F.

Dr. to THE VICTORIA AND ALBERT MUSEUM
For Photographs, Ec., ordered.

Particulars	Size (in inches)	Amount		
		£.	s.	d.
20 <u>prints</u> .				
Total: 24 prints. a 4 sh. 4 s 16 sh.				
	Postage			
	Total	4	0	0

RECEIVED WITH THANKS
VICTORIA AND ALBERT MUSEUM

Note:- Photographs cannot be supplied until a remittance has been received, including the cost of registration if desired. Postage stamps can be accepted only in payment of orders under one shilling. Remittances should be made payable to the "Department of Education and Science" or order crossed "Account of H.M. Paymaster-General" and sent to the Museum.

Glossy bromide prints will be prepared unless otherwise specified.

Colonial and foreign remittances should be made by Post Office Money Orders payable in London and in English currency.

Form 44a

V.A.M.

MUSEUM TRRIA AND AIBOTIV
VICTORIA AND ALBERT MUSEUM

South Kensington, London S.W.7

APPLICATION FOR PERMISSION TO PHOTOGRAPH IN THE
LIBRARY AND PRINT ROOMS
PHOTOGRAPHING OBJECTS IN THE MUSEUM (see overleaf)

**TAKING PHOTOGRAPHS
IN THE MUSEUM GALLERIES**

Visitors may take photographs free of charge in the galleries, using hand or stand cameras (including flash shots), without formal permission, provided they comply with the following conditions:-

1. No object *on loan* to the Museum may be photographed. (The label will indicate if the object is lent, using the phrase "lent by ...").
2. No photograph may be taken of any object if it is the subject of copyright restrictions. This applies mostly to books, prints, drawings, and paintings.
3. No obstruction may be caused to the free circulation and convenience of the public.
4. No object may be handled or touched, and no call may be made on Museum staff to move or adjust objects.
5. Permission for photography which involves the removal or adjustment of individual objects, or other special facilities, is seldom granted. In exceptional cases such permission should be sought through the Public Relations Department at the Main Entrance, who will ascertain if such facilities can be granted.
6. Enquiries about special facilities, fashion photography, etc., should also be made to the offices of the Public Relations Department, or by telephone (KENSington 6371).
7. No clothes, equipment, etc., may be placed on any Museum case or exhibit.
8. All equipment or other property placed or left in the Museum is entirely at the visitor's own risk.
9. No use may be made of the Museum's electrical supply; but flash bulbs may be used. If current is needed, special application must be made to the Public Relations Department at least 4 days before the day on which photographs are to be taken. A fee for electrical services will be charged. All lights and other equipment must be provided by the photographer. No Studio facilities are available.
10. No photograph taken by visiting photographers may be published without permission from the Museum. If permission is granted, an acknowledgment to the Museum must be given in the publication.
11. The Museum reserves the right to be supplied free of charge with one or two prints of any photograph taken.
12. For photography in the Library and Print Room, whether electric current is needed or not, prior application must be made on the form provided overleaf.
13. No "street portrait photographers" are allowed to operate in the Museum.
14. Members of the Museum Staff are strictly forbidden to accept gratuities.

TRENCHARD COX
DIRECTOR

May
1964

VICTORIA AND ALBERT MUSEUM
MUSEUM VICTORIA AND ALBERT MUSEUM

South Kensington, London S.W.7

**APPLICATION FOR PERMISSION TO PHOTOGRAPH IN THE
 LIBRARY AND PRINT ROOM UNDER THE REGULATIONS FOR
 PHOTOGRAPHING OBJECTS IN THE MUSEUM (see overleaf)**

To the Director and Secretary

I request permission to photograph the undermentioned objects subject to the conditions contained in the abovementioned Regulations.

Regd. No. of object	Description of object (In the case of books, or their illustrations, the title of the book and the number of the page, plate or illustration should be given).

Purpose for which photograph(s) is/are required

The Photograph(s) will be taken by

Address

Signature of Applicant

Address

Date

RICHARD COX
 DIRECTOR

MAY
 1927











































