

Library/Archives Photograph Order



Please use black ink and block capital letters or typescript

Personal Details			
Name:			
Address:			
Post Code:		Tel No:	
Email Address:		Fax No:	

Photograph request details				
Print Reference Number(s)	Size (10" x 8") or Postcard *	No. of copies	Cost(£)*	To be posted?*
				YES <input type="checkbox"/> NO <input type="checkbox"/>

* The cost of black & white photograph at present is £6.35 for a 10" x 8" print or £3.50 for postcard size. Please add £2.00 per order for postage & packing.

Please make cheques payable to East Dunbartonshire Leisure & Culture Trust

Cost details	
Total Cost (£)	

The information provided on this form will be processed by East Dunbartonshire Leisure & Culture Trust in accordance with the Data Protection Act 1998. Your personal data will be used only for processing your order and for statistical purposes.

Signed: _____ Date: _____

Office use only				
Initials	Date ordered	Date returned	Date posted	Collected

Please return to
 Information & Archives, William Patrick Library, 2-4 West High Street, Kirkintilloch, G66 1AD
 Tel: 0141 777 3142; Fax: 0141 777 3140; Email: libraries@eastdunbarton.gov.uk