

If you require permission to use any text from one of our books, please fill in this form.

For permission to use an image or illustrations or the cover (including prop use) from one of our books, please contact [Picture.Research@octopus-publishing.co.uk](mailto:Picture.Research@octopus-publishing.co.uk)

For permission to use text or images from a Philip's map or encyclopaedia, please contact [publisher@philips-maps.co.uk](mailto:publisher@philips-maps.co.uk)

All publicity usage queries should be sent to [publicity@octopus-publishing.co.uk](mailto:publicity@octopus-publishing.co.uk)

#### Permissions Request Form

Fields marked \* are compulsory but please complete as much information as possible

#### YOUR DETAILS

Applicant Name\*

Company

Address\*

Is this the invoicing address?\*

If no please provide details

Phone\*

Fax Number

Email

Yes/No

#### REQUESTED MATERIAL

Title of the book\*

Author/Editor\*

Publisher/ Imprint \*

ISBN

Publication date & Edition

#### Word/Line Count \*

Number of words

For Recipes, pls include name & page number

Line count

Any other information which will help identify the material

Please check the cover, spine and copyright page of the book	
Prose:	
Recipe:	
Poetry:	

#### PROPOSED WORK IN WHICH THE EXTRACT IS TO BE USED

Your Publication Title\*

--

Author/Editor*	
Publisher * <i>Formal permission is not required until you have secured a publisher</i>	
Territory for distribution * (Delete as appropriate)	Throughout the World / UK and Commonwealth / USA and Philippines / Other (please specify)
Language *	English / Other (please specify)

### FOR PRINTED PUBLICATIONS

Proposed publication date	
Proposed Price	
Format (Hardback, Paperback)	
Print run: Hardback	
Print run: Paperback	
Electronic Book - details	
Description of your publication	
Context in which the material would appear	

### WEBSITE

URL where material would appear *	
Company that runs the website	
Whether audio streaming or download	
Can material can be downloaded or printed	
Length of time material will be available *	
If restricted access/password protected	
Territory for distribution <i>Please note: World Rights are required if you are publishing anything online. We can only grant permission for territories we control.</i>	
Who can access it/Number of users	
Do they pay for access	

### FOR OTHER MEDIA

Please give full details (Inc proposed publication date, price of product, if audio name of reader )	e.g. Audio / Electronic CD-ROM
---	--------------------------------

Print run/no. of copies	
Territories	
Additional notes / comments	

When you have provided as much information as possible, please e-mail a copy or scan and e-mail to [permissions@octopus-publishing.co.uk](mailto:permissions@octopus-publishing.co.uk)

Alternatively, please print this form and send it to the address below or fax it to + (0)20 7632 5405

Our Address:  
Octopus Publishing Group Limited  
Endeavour House  
189 Shaftesbury Avenue  
London  
WC2H 8JY