



Department for Culture and the Arts
State Records Office of Western Australia

Information Sheet

PHOTOGRAPHING ARCHIVES

Archives may be photographed by researchers in the State Records Office Search Room under the following conditions:

- Arrangements must be made ahead of time with Archives Search Room staff.
- Copying must comply with the Copyright Act, 1968. See under Restrictions as covered by the Copyright Act in 2) below.

Certain conditions are considered before permission is given for the copying of archives. These may be described under three headings:

- 1) Physical condition of the item - In order to ensure deterioration is minimised the physical condition of all items must be considered before permission is given.
- 2) Restrictions as covered by the Copyright Act The Australian Copyright Council's website contains information on photocopying in libraries and archives (www.copyright.org.au) Please refer also to the separate Information Sheet on copyright as applied to records held in the State Records Office.
- 3) Use to which the photographs will be put – Copying is generally allowed for the purpose of private research and study. If copies are to be used for a publication other conditions will apply. For example, permission will have to be requested from the agency with whom copyright resides. Please request further information if you wish to use the photographs in a publication or for other public use so that the owner of the copyright can be determined.

Please note that black and white negatives of items can be obtained through Public Order, subject to the conditions stated in this Information Sheet. Digital images should be discussed with Desk Staff.