Reference #\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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PERMISSION APPLICATION

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**Please return this Application and any additional information to Brian Brockhoff, Gapology Institute LLC. via email at** **contact@gapology.org****. Gapology Institute is not responsible for misdirected, incomplete, and-or erroneous request. No response does not constitute permission.**

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Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organization:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State, Zip, and Country:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Please answer the following questions completely.

1. Nature of your request (for profit, nonprofit, education, etc.)?
2. What material do you wish to use and what is the source of the material (book, magazine, page numbers, etc.)?
3. How will the material be used, distributed and to whom (for what purpose, in what language, for internal or external distribution, in what countries, etc.)?
4. Does our material take up less than 10% of your work (presentation, manual, or use)?
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* 1. a copy of your Table of Contents and/or outline of program content
	2. an example of how the material will appear in your work
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\*It generally takes from two weeks to two months to complete the application review process.

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**PERMISSION DECISION & TERMS**

Date responded:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Responded By:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Permission is: Granted\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Denied:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Required Permission Fee\*:\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Fee is due upon receipt of the invoice generated by Gapology Institute upon receipt of this document signed below.

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I have decided NOT to use the Gapology Institute material request.

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