

## FEDERAL ARCHIVES FILM ARCHIVE TERMS AND CONDITIONS FOR LENDING FILM COPIES

If there are film copies available for lending, these copies may be used within the framework of the provisions of the Law on the Conservation and Use of Federal Archival Records (*Bundesarchivgesetz* = Federal Archives Act) as amended. Section 15 of the *Urheberrechtsschutzgesetz* (Law on Copyright Protection) as amended remains unaffected. The regulations laid down in Sections 86 and 86a of the *Strafgesetzbuch* (Penal Code) on the distribution of anticonstitutional propaganda material and the use or distribution of the symbols of forbidden organisations must be observed.

### Special attention is drawn to the following points:

1. The films must be ordered as early as possible, but at least four weeks before the day on which they are scheduled to be shown.
2. If an ordered film can only be used with the consent of the copyright owner, the borrower must provide the Federal Archives with the written consent of the copyright owner before the film is shown. If it is not possible to identify, locate or contact the copyright owner, the user assumes sole responsibility when the film is shown and exempts the Federal Archives from all rights of recourse. A relevant form is forwarded by the Federal Archives to the user together with a confirmation of the scheduled date.
3. All films are lent for one showing only unless otherwise agreed in writing.
4. A commercial analysis or public showing of the borrowed films requires the special written consent of the copyright owner. In the event of violation, the user will in all events be made liable to recourse.
5. Irrespective of the rights of third parties, the Federal Archives shall charge costs in accordance with the *Verordnung über Kosten beim Bundesarchiv* (Act on Costs in the Federal Archives) as amended. In particular, the following charges must be paid:
 

• per metre of film length per showing	b/w	€0.04	(15.1)
			colour €0.06
			(15.2)
• per minute of video material running time		€0.20	(15.3)
• for handling inquiries, including finding archival materials, per ½ hour or part thereof		€15.34	(3.0)
• forwarding costs in full			(16.0).

The invoice is forwarded to the user together with the films. The films are delivered with the fastest possible method (express delivery). Delivery costs are also at the user's expense.  
As a rule, the films are sent cash on delivery.
6. The user is obliged to ensure that the borrowed films are shown on equipment that is in perfect working order by a qualified individual. The user is liable for any damages incurred to the film while it is on loan. The user acknowledges this liability when placing his order.
7. The user must ensure that the films are handled with care and appropriately packaged when being sent back to the Federal Archives. The user must also ensure that the films are not rewound and are in the END position.
8. No claims can be derived from schedules confirmed by the Federal Archives.