

Permission to photograph rare materials

Trinity College Library permits readers to take images of suitable material using their own cameras. Readers wishing to do so should in the first instance indicate their intention to the supervisor at the readers' table who will consult a senior member of staff. Use of a camera is subject to the following conditions.

- All candidates for photography must be examined by a senior member of staff (The Librarian, Sub Librarian or Archivist) for physical condition, and for copyright and donor restrictions before approval will be given
- Materials must be handled properly. Bound volumes must be supported by a rest and snakes must be used to hold down pages where necessary. Loose manuscript material must be kept flat and in order. No tripods, flash or special lighting may be used
- Audible features on the camera must be turned off
- Readers must not stand on stepladders, stools, chairs etc. when making photographs
- Only the designated item may be photographed. No pictures of the Wren or its staff will be permitted
- Permission to photograph is given for the purposes of research only; readers may not reproduce images taken in the library in any form without the permission of the Librarian. The library can supply high-quality digital images made by a professional photographer for the purposes of publication. Photographic and reproduction fees will apply.
- Before commencing photography, readers must enter details of their
- photography in the register provided and sign it as an indication that they will abide by these regulations
- Trinity College Library reserves the right to refuse or remove permission to photograph at any time.