*[Publisher and address]*

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**Subject: Request for deposit in Institutional Repository**

Dear Publisher,

Your publishing company has decided to publish the following work, for which I am the author/co-author:

In accordance with the provisions of its own Statute (art. 2) and the Code of Ethics (art. 4), the University of Brescia encourages the new possibilities for knowledge dissemination by actively promoting the Open Access principle, in accordance with what was stated in the 2003 Berlin Declaration on Open Access to Knowledge in the Sciences and Humanities.

Within this context the Institutional Repository “OPENBS” ([Open Archive UniBS](https://iris.unibs.it/)) was created, through which Authors can deposit their work accompanied by the full text in the version permitted for archiving by the publishers, and to make it accessible to the public.

The University has also approved an Open Access Policy with effect from the 1st of June 2016 that regulates the modalities for open access to scientific literature and archiving of the works.

“OPENBS” aims to provide access to scientific and academic research from our Institution to enable greater visibility for scientific works, to the benefit of the authors and their institutions as well as the publishing companies that have agreed to publish them.

It is for this reason that I am requesting authorisation to make the full text of the above work available on-line on our Institutional Repository “OPENBS”. The text will not be made available on-line without your explicit consent, as long as the contract that we have signed grants you the right to prevent such use.

I thank you in advance for filling in and returning the attached form, preferably in electronic format, via e-mail.

I look forward to your kind reply and I thank you for your collaboration.

*[Name, surname and signature of the author]*

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**Form to be returned to the author**, preferably in electronic format:

|  |  |
| --- | --- |
| Author's contact details, including e-mail address: |  |

|  |  |
| --- | --- |
| **AUTHORISATION FOR OPEN ACCESS DEPOSIT IN OPENBS** | |
| Publishing Company       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Represented by:       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| **Gives their authorisation** for the full text of the following work to be made available on OPENBS (https://iris.unibs.it/)  [Full citation of the work] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Check the  corresponding box  YES  NO |
| Version/s authorised:   * Publisher's version/PDF *(version published with the publisher's layout, format and logo)* * Post-print (*author's final version, corrected and approved, without the publisher's layout, format and logo)* * Pre-print (*pre-referring version, without corrections from the publisher)*   If certain special conditions need to be respected (addition of a link to the website, possible embargo before uploading the copy online, etc.). please specify these below:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | YES  NO  YES  NO  YES  NO |
| Date :       Signature :  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |