

Guidelines on the Usage of Images of Postage Stamps

- 1) Issuing a Postage stamp is the Sovereign Privilege of Department of Posts. As such, any use of image of Postage Stamps by any individual/Publisher/organisation shall require prior permission of Department of Posts.
- 2) The requests for image of Postage stamps to be used for a purpose other than the commercial, such as autobiographies/memoires of eminent personalities, text books, literature for promotion of philately etc. shall be decided by Department of Posts on case-to-case basis, subject to fulfilment of these guidelines.
- 3) The requests for image of Postage Stamps to be used for commercial purpose, which gives substantial pecuniary benefit or any direct benefit to the individual/organisation, shall be decided on case-to-case basis. For this purpose, a committee may be constituted with the approval of Secretary (P) comprising officers from Philately Division, BD&M Directorate and Finance Wing to decide the suitability and rates for such proposals.
- 4) While using the images of the stamps in any book/publication/research paper, the publisher/author shall add a disclaimer in the foreword to the effect that the views expressed in the book/publication/research paper are entirely his own and not of the Department of Posts, Government of India and in case of any controversy or legal problem, the Department of Posts will have no legal responsibility in this respect.
 - i) An Undertaking stating that no anti-national/ anti-social/anti-religious/seditious material is used in the book/publication/research paper should be submitted to the Department of Posts while asking for permission to use images of Postage Stamps.
 - ii) Department of Posts should be properly acknowledged for granting permission to use the images of the postage stamps and information related to the subject.
- 5) The size of the stamp to be given will be larger or smaller than the existing size of Postage Stamps in accordance with the rules.
- 6) It is incumbent upon the publisher/individual/ organisation to provide a few samples of the product using images of postage stamps for the record of Department of Posts.

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7) A brief write up either on India Post or, on the Postage Stamp being used should invariably accompany the images.