

What You Need To Know About Permissions

The goal of the Permissions Department is to protect the authors' interest, our copyright, and the validity of the work. The purpose of the rights team is ensuring our material is being properly paid for and utilized. When in doubt it's always best to obtain permission.

FYI, permission fees are determined by a number of factors including:

- Content (what & how much material is being used)
- Print run (where and how many copies will be made)
- Format (what type – print, e-book, etc.)

For US owned books Copyright Clearance Center (CCC) The CCC is the best place to start. This is the service T&F uses to process the bulk of its permissions and is the quickest way to obtain permission with a turnaround time of approximately 3 days. Most times it's less than that. Visit the CCC at www.copyright.com and proceed as instructed.

For UK owned books, the UK processes their grants in-house which makes their response time at 4-6 weeks.

Contact Info for Permissions Departments:

US Origin Books

Diana Taylor, Boca Raton permissions.mailbox@taylorandfrancis.com

UK Origin Books

Sarah Davey and Annette Day, mpkbookspermissions@tandf.co.uk

US/UK Journals

US – Mary Ann Muller, usjournalpermissions@taylorandfrancis.com

UK – Michelle Whittaker, permissionrequest@tandf.co.uk

Journal permission can be obtained quickly and easily directly via www.tandfonline.com by searching the journal, volume, and issue number.

Please do not give out the personal email address for Diana, Mary Ann, Michelle, Sarah, or Annette – only the generic emails should be given to authors and customers.

Permissions Q&A

1. Does the author have to request permission to use their own work?

Yes. There is no fee charged, but explicit permission is required

2. Do you have to request permission to use material from one T&F book in another?

Yes. There is no fee charged, but explicit permission is required.

3. Why does it take so long to get a response from the permissions departments?

Each permission department receives a huge amount of requests on a daily basis. With the exception of the UK office, each department has only one person handling permissions. We process the requests in the order they are received. ISBNs are essential for a speedy response.

Information as of 1/16/18