



Rangeley Lakes Chamber of Commerce **Policy Regarding Images Submitted for Events Calendar, Eblast and All Other** **Online or Print Media Published by the Chamber**


The Chamber of Commerce has recently been notified by Reuters News & Media, Inc. that an image was used without the proper permission and/or license in an event posting on the Chamber's website. The Chamber paid a substantial penalty for this unauthorized use. This is the second time the Chamber has been penalized for this type of action. We have, therefore, implemented the policy below so that the Chamber is not responsible for the payment of fines for images that are submitted to the Chamber's Events Calendar or for any other online or print use by the Chamber.

When submitting an image for a calendar event, the weekly eblast or any other online or print media published by the Chamber, it is the responsibility of the individual or organization submitting the image to assure that either (a) the individual or organization owns the image and has the right to use it for commercial use or (b) the image is licensed appropriately for commercial use.

In the event an image is submitted that is not owned by the individual/organization that submits it or is not licensed for commercial use and the Chamber is cited and fined for unauthorized use of an image, the sole responsibility for payment for unauthorized use of an image will lie with the individual/organization that submitted the image.

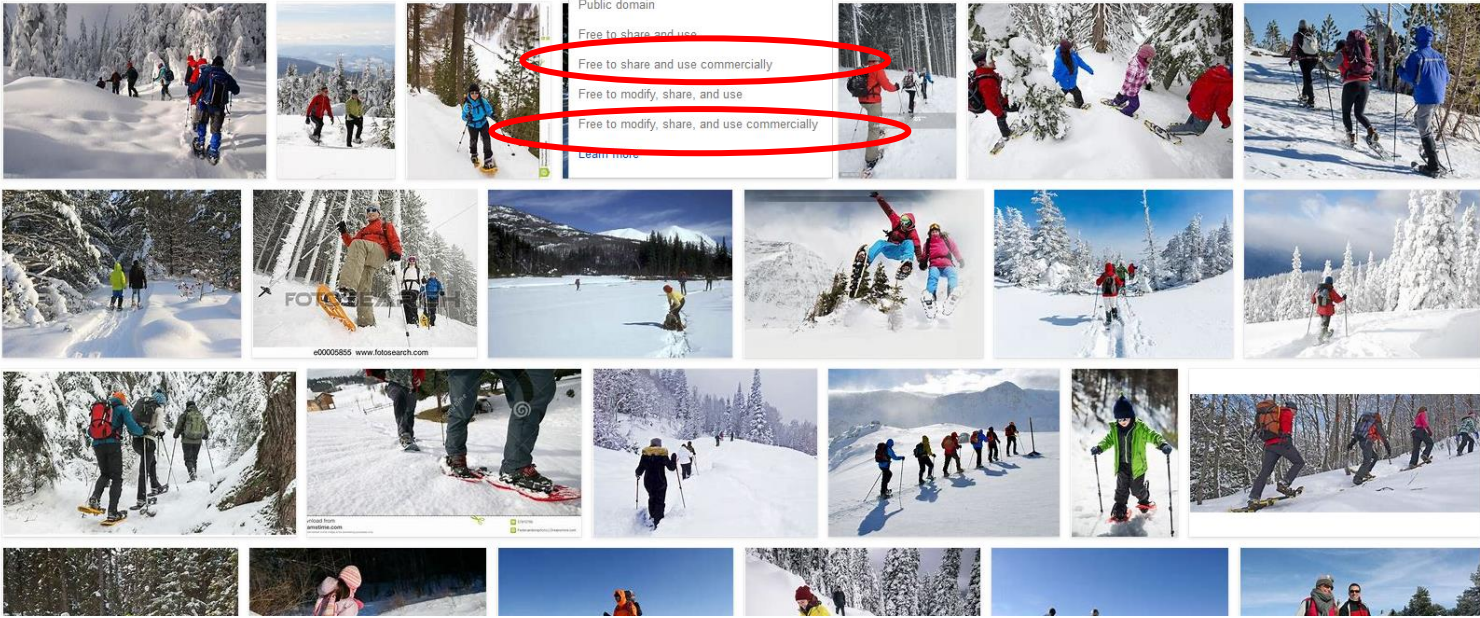
Please read the following information to avoid potential financial penalties.

TO DETERMINE WHETHER AN IMAGE CAN BE USED COMMERCIALY:

1. Go to bing.com
2. Search for images (e.g., images of people snowshoeing)
3. Click on “IMAGES”, then click on “Filter” 
4. Click on “License” for a drop-down menu of the license types
5. Only use images designated as the following license types:
 - ✓ Free to use and share commercially
 - ✓ Free to modify, share, and use commercially

Snowshoeing Clip Art What to Wear Snowshoeing Kids Snowshoeing Women Snowshoeing Snowshoeing Attire Snowshoes Snowshoeing Funny Snowshoeing Gear People Snowshoeing Clip Art

- All Creative Commons
- Public domain
- Free to share and use
- Free to share and use commercially**
- Free to modify, share, and use
- Free to modify, share, and use commercially**
- Learn more



Under the License Drop-Down Menu, click on “Learn More” for the following information.

When you need to find images that you can use, share, or modify for either personal or commercial use, use the license filter. This filter is based on the [Creative Commons licensing system](#). Select a filter option to see image results that match your intended use.

About filtering by license

These are the options you can filter by and how you can use them:

- Public domain: The image creator has waived their exclusive rights, to the fullest extent allowed by law. [Learn more about this](#).
- Free to share and use: You can share and use them. Changing or editing might not be allowed. Also, modifying, sharing and using them for commercial purposes might not be allowed. This option typically has the most results.
- Free to share and use commercially: You can share and use them for personal or commercial purposes. Changing or editing for personal or commercial purposes might not be allowed.
- Free to modify, share, and use: You can modify, share, and use them. Modifying, sharing, and using them for commercial purposes might not be allowed.
- Free to modify, share, and use commercially: You can modify, share, and use them for personal or commercial purposes. This option typically has the fewest results.

After you find an image

When you find an image that you want, go to the originating website for the image and determine the actual license for the image. Next, [go to the Creative Commons website \(https://creativecommons.org/licenses/\)](https://creativecommons.org/licenses/) and make sure you read and understand the license and its provisions, restrictions, and attribution requirements. After you complete this research you should know how and when you can use the image.

Bing doesn't verify or represent that a specific license is associated with an image or that you can use the image under that license.

If you have questions about licenses, check the [Creative Commons FAQs \(https://creativecommons.org/faq/\)](https://creativecommons.org/faq/).

If the filtered results include images that don't match the selected license, on the bottom of the image results page, click Feedback and tell us about it.