

# INverse

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*Indiana Arts Commission*

## *INverse - Poet information and Poem upload*

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Hello! Thank you for your interest in INverse, Indiana's Poetry Archive.

INverse celebrates and preserves the diverse range of Indiana poetry for future generations of Indiana writers and readers.

We congratulate you on your hard work creating poetry and enriching the artistic landscape of our state.

Please make sure to review our eligibility rules and guidelines before submitting this form [HERE](#).

If you're a poet of the oral tradition, and your work primarily is audio, contact us for separate submission process. We can make exceptions to the process for those who need them.

If you have any technical issues while applying online contact the Indiana Arts Commission at 317-232-1268.

### **Submission Name - for form identifying purposes\***

PLEASE USE THIS FORMAT TO NAME YOUR SUBMISSION:

[POET LAST NAME], INverse, [YEAR]

*example: SMITH, INverse, 2019*

*Character Limit: 100*

### Poet Information

#### **Poet's First Name:\***

*Character Limit: 100*

#### **Poet's Middle Name:**

(or initial)

*Character Limit: 100*

**Poet's Last Name:\***

*Character Limit: 250*

**Poet's preferred name:**

Type full name here if different than above, such as a pseudonym, or other nickname that the Poet would like to have included in this submission.

*Character Limit: 250*

**Poet's year of birth:\***

*Character Limit: 250*

**If the poet is deceased, year of death:**

Type N/A if still living.

*Character Limit: 250*

**Indiana Residency:\*****Choices**

The poet has lived in Indiana for at least 5 years. (either currently or in the past)

The poet has lived in Indiana for less than 5 years or has never lived in Indiana.

**Describe the poet's Indiana connection (3-4 sentences):\***

*Character Limit: 1500*

**Poem Submission**

Instructions: You can submit up to three poems in this form.

You can skip any section that doesn't apply to you.

**Poem #1 - Title\***

Maximum length of title is 250 characters. If you need more space, please include full title in full poem submission.

*Character Limit: 250*

**Year Poem #1 was created\***

*Character Limit: 100*

**Upload Poem #1 - full poem text\***

Please format the file name of the document as POETLASTNAME\_POEMTITLE\_YEAR

*File Size Limit: 5 MB*

**Upload audio of reading of poem**

Optional - if you have an audio file of yourself reading the poem, upload it here.

Please have the file named with Poet's last name and Poem title.

*File Size Limit: 5 MB*

**Poem #2 - Title**

Maximum length of title is 250 characters. If you need more space, please include full title in full poem submission.

*Character Limit: 250*

**Year Poem #2 was created**

*Character Limit: 100*

**Upload Poem #2 - full poem text**

Please format the file name of the document as POETLASTNAME\_POEMTITLE\_YEAR

*File Size Limit: 5 MB*

**Poem #3 - Title**

*Character Limit: 250*

**Year Poem #3 was created**

*Character Limit: 100*

**Upload Poem #3 - full poem text**

Please format the file name of the document as POETLASTNAME\_POEMTITLE\_YEAR

*File Size Limit: 5 MB*

## *Rights Agreement and Submission*

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Please read through the Rights Agreement below before submitting this form.

I/We are submitting the attached creative work(s) listed above (“the work(s)”) to the Indiana Arts Commission (“IAC”) and Indiana State Library (“ISL”) for inclusion in ISL’s online digital poetry archive (“INverse Poetry Archive”).

I/We:

1. certify that I/we hold all rights, including copyright, to the work(s) and in addition to the uses permitted below, I/we reserve the right to independently use the work(s) and retain any income derived by such use.
  
- 2a. grant to ISL and the IAC a perpetual, irrevocable, non-exclusive license to use the work(s) on globally accessible internet resources, printed and digital promotional materials, and in any other medium or format for any non-commercial lawful purpose deemed appropriate by ISL or the IAC. I/we acknowledge that it is up to ISL's sole discretion to determine if ISL's copy of the work(s) will be posted on the internet for public viewing or used in any other way.
  
- 2b. I/we understand ISL will retain both digital and hard copy of the work(s) permanently in the INverse Poetry Archive collection of the Indiana State Library Rare Books and Manuscripts Division for the purpose of preservation and accessibility for present and future researchers and the people of Indiana.
  
- 2c. I/we now and forever waive any claim for compensation of any kind for ISL's and the IAC's use and publication of the work(s). I/we covenant and agree not to sue or otherwise initiate legal proceedings against ISL or the IAC for ISL or the IAC's use or publication of the work(s). I/we agree to indemnify ISL and the IAC with regard to any 3rd party claims of copyright infringement or other intellectual property claims related to ISL or the IAC's use or publication of the work(s).
  
3. grant 3rd party end users the right to use the work(s) for non-commercial educational uses, including but not limited to personal study, classroom use, research, educational displays and exhibits, and student projects, as long as it is accompanied by a credit line noting the name of the creator(s) and INverse Poetry Archive, Indiana State Library. For all other uses, permission must be obtained from the rights-holder(s). I/we further agree that ISL and the IAC have no control over how 3rd parties may use the work(s) and therefore I/we covenant and agree not to sue or otherwise initiate legal proceedings against ISL or the IAC for the use or publication of the work(s) by 3rd party users.
  
4. understand that all grants of permission and consent and all covenants, agreements, and understandings contained herein are irrevocable.

### **Rights Agreement\***

Please read the full INverse Rights Agreement online [HERE](#) before continuing.

### **Choices**

I have read and agree to the INverse Rights Agreement.

Thank you for your submission!

The review committee meets annually in May.

They will be in contact with you shortly after their next meeting.

If you have any questions, please contact the Indiana Arts Commission at 317-232-1268

**Electronic Signature\***

Please provide an electronic signature by typing your name in the box provided. Your signature certifies that you have read the guidelines and agree to the above Rights Agreement.

*Character Limit: 250*