

## **Multiple portraits**

Dear Sir / Madam,

We notice you have a number of images on your website [give website address and relevant page] which are of portraits in the collection of the National Portrait Gallery, London.

As we do not appear to have licensed copies of these portraits for use on your website, we wondered whether you would let us know the source from which you obtained the reproductions.

All photographs, scans, text and other material on the National Portrait Gallery's website are protected by international copyright laws. Unauthorised reproduction of such content may be an infringement of such laws.

I look forward to hearing from you regarding this matter.

Yours sincerely,

## **Single portrait**

Dear Sir / Madam,

We notice you have an image on your website [give website address and relevant page] which is of a portrait in the collection of the National Portrait Gallery, London [give NPG image ref and number].

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