

ICOMOS ANZ – GUIDELINES FOR NEWSLETTER CONTRIBUTIONS

The range of experiences that our members are able to share through the ICOMOS-ANZ newsletter is remarkable. Featured articles by members are informative and inspiring, and we want to be able to share as much of this type of content as we can.

To protect both you and ICOMOS ANZ, please follow these guidelines when submitting an article for the newsletter:

1. Original Work or Properly Licensed

- Your text must be original or correctly licensed.
- Any quoted or previously published material must be clearly attributed and, if needed, used with permission.

2. Images & Photos

- **You must own, license, or have written permission** to use any images.
- Credit images appropriately (e.g., “Photo by Jane Doe, used with permission; © 2025”).

Giving credit alone isn’t enough - permission is required. See here for further details: [Copyright protection in New Zealand | Ministry of Business, Innovation & Employment](#) and also here: [Can You Avoid Copyright Infringement By Giving Credit?](#)

3. Copyright Responsibility

- By submitting content, you confirm all permissions/rights are in place.
- If copyright infringement occurs, **you are responsible**, including any fines or claims.

4. Protecting ICOMOS ANZ’s Reputation

- Unlawful or defamatory content may reflect poorly on us.
- Serious breaches may trigger our disciplinary policy if they risk the organisation’s reputation.

5. How We Handle Mistakes

We all slip up sometimes.

- If a breach happens, you’ll cover any costs—but we’ll work together to investigate it.
- Repeated or serious issues could lead to follow-up under our disciplinary procedures.