**Questions to ask and answer before running a photo on a chapter website or newsletter:**

**Did I take this photo?**

**You can use the photo**

**Did I hire a photographer to take this photo?**

**You can use the photo if you:**

1. **Have license to use it or bought the copyright**
2. **Have license to use it this particular way and place**
3. **Have this spelled out in writing from the photographer**

**Did I grab this photo from a random website?**

**Do NOT use this photo**

**Did I grab this photo from a website without clear public domain labeling?**

**Do NOT use this photo**

**Did I grab this photo from the MOAA website?**

**Do NOT use this photo without permission from  
MOAA HQ: chapters@moaa.org**