



Historical Society of Frederick County, Maryland

Service Agreement for Reproduction of Photographic Images Form



Name _____

Company _____

Address _____

Telephone _____ Email _____

Intended Use of Image

- Personal
 - Personal Use or Research (no publication or public presentation)
 - Interior Decoration or Display (in a private home or office)
- Commercial
 - Printed Source
 - Electronic Format
 - Electronic Book
 - Television/Film Production
 - Video/DVD
 - Website
 - Exhibition/Display/Presentation

Information on Commercial Use, Including Title of Publication, Date of Publication and Publisher:

The Historical Society of Frederick County requests that a copy be donated for deposit in the Archives and Research Center.

Updated May 2011

Image Reproduction Fee Structure

All users are charged with an image production fee. Members will receive a 10% discount.

Orders are not processed until payment has been received. All prices are per image.

Turnaround time begins once payment has been received. Please allow up to 6 weeks for non-rush orders.

Photographic Print Reproductions

Up to 8x10	\$20.00
11x14	\$30.00

*Physical prints include the cost of shipping.

Digital Image Reproductions

High Resolution File (600 DPI and above)	\$50.00
Standard Resolution File (300 DPI)	\$35.00
Low Resolution File (150 DPI)	\$20.00
Preview File (72 DPI)	\$10.00

*Images can be saved to CD-Rom and mailed for no additional fee.

*Images can also be sent electronically if the file size is less than 100MB.

Rush Options – Fee Added to Invoice Total

Orders to be completed within 3 business days – add 150%

Orders to be completed within 10 business days – add 100%

Research Fees

Applies to any requests that require more than the standard amount of time for staff members to locate items for digitization.

Non-Member Price	\$25.00
Member Price	\$20.00

*****Prices subject to change without notice*****

Updated May 2011

Commercial Usage/Publication Fee Structure

Rates for uses not listed in this schedule will be quoted upon request.

All prices are per image, per use.

Publication in a Printed Source – such as book, article, essay, calendar, advertisement

Inside Body:

Printed Run, 1-4,999 copies	\$50.00
Printed Run, 5,000 or more copies	\$100.00
<u>Cover Image</u>	\$150.00

Publication in an Electronic Format - such as a CD-ROM or DVD format

Inside Body:

Run of 1-1,999	\$50.00
Run of 2,000 or more	\$100.00
<u>Cover Image</u>	\$150.00

Electronic Book	\$100.00
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Publication in a Television/Film Production

Production for Theatrical Release	\$250.00
Television Broadcast	\$150.00
Non-Broadcast Film or Video Production	\$100.00
Education/Non-Theatrical	\$50.00
<u>Cover/Jacket Image</u>	\$150.00

Video or DVD

4,999 Copies and under	\$50.00
5,000 Copies or more	\$100.00
<u>Cover/Jacket Image</u>	\$150.00

Web Site Usage - on a personal or commercial website	\$50.00
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*Images provided for web use will be of low resolution only (72 DPI) and will include the Historical Society of Frederick County watermark.

Exhibition/Display/Presentation - Price is per site, per image

Permanent Installation (five years or more)	\$100.00
Temporary Installation (less than five years)	\$50.00
Public Presentation	\$25.00

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