

EXPLANATION OF FEES

1. **Reproduction Fees**

Fees for the reproduction of photographic images are based upon the size and type of reproduction requested. The fee covers the cost of the paper, supplies and labor.

2. **Negative Reproduction Fee**

For photographic reproductions, if a negative for the requested image is not on file, the Historical Society must produce a 4" x 5" copy negative in order to generate a print. The party ordering the print must pay for the production of the copy negative, in addition to the standard reproduction fee. The negative is placed on file for future use. Under no circumstances are copy negative provided to the public.

CONDITIONS

1. **All orders must be paid in advance.**

2. **Photographic reproductions are provided for the purpose(s) specified in this agreement. Other uses or subsequent reproductions of images are not allowed.**

I have read the above statements and agree to comply with the terms and conditions stated.

Signature

Date

Accepted by HSFC

Date