

Research & Reproduction Fees

Photocopies	from photocopy machine	\$0.20
	from microfilm	\$0.50
Digital image (scan)	300 dpi- jpeg or tiff	\$15.00
CD	if digital image is not sent via email an additional cd fee will be charged	\$5.00
Reference scan	plain paper copy of digital image	\$2.00
Prints	on high quality photo paper	
	up to 8X10	\$15.00
	up to 11x17	\$25.00
Set up fee	if an initial scan of the image needs to be made there will be a processing or set up fee charged	\$10.00
Rush fee	it is our policy to have images available in 2-3 weeks. If an image is needed sooner than that a rush fee will apply	50%
Commercial Reproduction Fees	these fees are for the display or use of the image. They are in addition to the fee for the item itself. Reproduction fees cover a one time only non-exclusive use.	

Publications including books and brochures	0-10,000 copies	\$15.00
	10,001-50,000 copies	\$25.00
	over 50,001 copies	\$35.00
Display	for use in an office or other commercial establishment	\$20.00