



Photographic Reproduction and Use Fee Schedule

1313 Mill St SE, Salem, OR 97301
 503-585-701 www.
 willametteheritage.org

Reproduction Fees (per image)

Members

	<u>Members</u>	<u>Non</u>
Photocopy	\$ 0.25	\$ 0.25
JPEG (Already Scanned in Database, as is)	\$ 0.25	\$ 0.50
JPEG (Not yet scanned, as is)	\$ 3.00	\$ 5.00

Resolution/File Type Specific Scan

We charge \$40 per hour with a quarter hour minimum for scans to the requestor's specification. Quote will be given at time of the request.

Any of above delivered via CD add	\$ 5.00	\$10.00
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Use Fees (per image)

Members

Non Members

Fees assessed in addition to reproduction fees and per image requested (including public display or publication). Please see conditions of use on request form.

Print Publication

	Commercial	Non-Profit
Book, Video, DVD, CD Rom, Calendars, and Sales		
Fewer than 2,499	\$25.00	\$10.00
2,500-4,999	\$35.00	\$15.00
5,000-9,999	\$50.00	\$25.00
10,000-24,999	\$75.00	\$35.00
25,000-49,000	\$100.00	\$45.00
50,000+	Ask for a quote	

Other Display

	Commercial	Non-Profit
Web or Internet Use	\$50.00	\$25.00
Public Display	\$10.00	\$0.00



Photographic Reproduction and Use Request Form

Name _____ Date _____

Firm/Agency _____ WHC Member _____

Address _____ Non Profit _____

City _____ State _____ Zip _____ Phone _____

Date Requested _____ (allow approx. 3-4 weeks for processing)

Purchase Order # _____

Photo information

<u>Photo #</u>	<u>Brief Description</u>	<u>Quantity</u>	<u>Size</u>	<u>Price</u>
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Price each _____

Intended use:

Shipping _____

Other Charges _____

Total Price _____

Signature _____

By your signature you agree to abide by the conditions listed on the back of this form. Please allow 3-4 weeks for processing. Payment or purchase order is required at time the prints are ordered and is non-refundable.



Photographic Reproduction and Use Request Form

Photo Request Form page 2

Personal and Commercial use and/or publication in any media print, digital, or otherwise of photos from the Willamette Heritage Center (WHC) collections are subject to the following conditions. By signing this form you agree to abide by these conditions:

- 1) Use of the images do not violate any federal, state, or local laws including but not limited to copyright infringement and the privacy of individuals on our site. It is the user's responsibility to secure the permission of those being photographed and to determine the copyright restrictions that may pertain to any materials distributed by the user. All responsibility for possible copyright infringement and invasion of privacy arising from use of reproductions is assumed by the user.
- 2) The user agrees to indemnify and hold harmless the Willamette Heritage Center, its officers, employees and agents from and against all claims made by any person asserting that he or she is an owner of copyright. In the event of litigation, user agrees to pay any and all attorney fees for the Willamette Heritage Center.
- 3) All reproductions must be credited to the Willamette Heritage Center and include the Object ID number.
 - a. With printed matter and web use, the image number and the photographer's name, when provided, must be included in the credit line. *The credit line must appear with the item or on a credit page, indicating the page number and on the page, for each item.*
Sample: Willamette Heritage Center, 2007.001.0001.
 - b. With films, filmstrips, slide presentations and video productions, credit must appear with other credits at the beginning or end of the production and must include the object id numbers of any images utilized.
 - c. With display or exhibition, please credit each image within the display or exhibition area.
- 4) A complimentary copy of each publication or production in which the photographic copy appears must be sent to the Willamette Heritage Center.
- 5) Permission is for one-time use only, as described on this form, with no other rights. Any subsequent use (including subsequent editions, paperback editions, foreign language editions, etc.) constitutes reuse and must be applied for in writing. An additional fee may be charged for reuse.
- 6) Use fees are assessed according to type of use. Payment of this fee does not exempt the use from the credit line requirement.
- 7) Accompanying captions must indicate all changes made to the original copy, such as significant cropping, tinting, superimposing, digital alteration, etc.
- 8) Images for web use must not be larger than 73 dpi @ 8" x 10"
- 9) The user may not reproduce the photographic copy as a dust jacket, nor use in an advertisement or any commercial use of similar nature, nor mass produce as unbound material, unless specifically authorized by a "Letter of Permission."