

JOHNSON COUNTY MUSEUM PHOTOGRAPH AND REPRODUCTION FEE SCHEDULE

DIGITIZED REPRODUCTIONS

Digitized images of photographs in the collection are available either as 600 dpi tiff or 150 dpi jpeg files.

Price per digital image: \$10.00

Member Price: \$7.50

Special-order scans of images at resolutions other than those mentioned above will be considered. If a scan must be made to complete your order, an additional fee of \$25.00 per image will be charged to cover staff time involved. Please note that Johnson County Museum staff are not trained to perform complex image manipulation. Images may be emailed if less than 5MB; otherwise images are provided on CD.

SERVICE FEE: For orders of up to five images, there is a \$5.00 service/usage fee charged per order. For orders of six or more images, a \$25.00 service/usage fee will be charged. For images to be used in a publication, the Museum requires that one copy of the published work be sent to the Museum free of charge. Failure to provide a copy of the publication in a timely manner will result in the assessment of a \$100.00 fee per image.

POSTAGE & HANDLING FEE: Postage will be calculated based on your order with a \$5.00 minimum charge for all mailed orders.

PHOTOCOPIES

Photocopies of photographs or documents in the museum collection, or of other research materials, will be made by staff. Size of photocopies is limited to 11" x 17" or smaller. Photocopies will be made of photographs only if a reproduction print is available. No photocopies will be made of original photographs.

Price per copy: \$0.15

Member Price: \$0.10

RESEARCH FEE

The Johnson County Museum staff will conduct research in the collection for patrons. A one hour minimum charge will apply. Up to 20 photocopies will be provided to the patron at no charge as part of this research fee.

Price: \$30 per hour

Member Price: \$22.50 per hour

WAIVING OF FEES

Any waiving or negotiation of fees requires approval by the Museum Director. Such requests may be made by filling out and submitting the "Application for Fee Waiver" form. **Please note the service and postage fees cannot be waived.**

RUSH ORDERS

Add 50% of original total cost for orders required in less than 7 - 10 working days, or less than 5 business days for digital images. Rush orders may not always be possible.

All fees must be paid in full before orders are processed. Make checks payable to Friends of Johnson County Museum. Members of the Friends of Johnson County Museum receive a 25% discount on all photocopies, digital orders and research fees. **(Please note: service and postage fees not discounted or negotiable.)** Prices listed include tax.

Fees subject to change at any time.

As of 10-2006