

# Historical Society of the Phoenixville Area Reproduction Fees effective 05/02/2018

Images are provided in digital format only

## Digital Files:

	Non-member	Members 10% discount
High Resolution 600 dpi jpg or tif	\$35.00	\$31.50
Medium Resolution 300 dpi jpg or tif	\$15.00	\$13.50
Low Resolution 150 dpi jpg only	\$10.00	\$9.00
Preview file 72 dpi progressive jpg	\$5.00	\$4.50

## New Work:

*New Work fee is added to the reproduction cost above where no film or digital file exists.*

New Scanning: \$10 per image

## Retouching: Service Not Available

## Delivery Options:

Email or Dropbox – Free

CD - \$1.00

Flash Drive - \$5.00

## Shipping:

USPS media mail \$3.00

FedEx or UPS – Subject to current carrier pricing

Email or Dropbox – Free

## Research Fees:

*Applies to requests that require more than the standard amount of staff time to locate and/or define items for digitization.*

Members: \$20.00/Hour (minimum charge, 1 hour)

Non-Members: \$25.00/Hour (minimum charge, 1 hour)

## Turn-around time:

10- business days for standard turn-around time for 12 images or less

Rush service is not available

**All fees assist HSPA in supporting the care, maintenance and  
preservation of the collection.**

## Publication Fees effective 05/02/2018

	<u>Commercial</u>	<u>Non-profit</u>
Books: One language/One continent		
Under 5,000 copies	\$50.00	\$25.00
Cover under 5,000 copies	\$100.00	\$50.00
Above 4,999 copies	\$100.00	\$50.00
Cover over 4,999 copies	\$200.00	\$100.00
Books: One language/Worldwide	\$200.00	\$100.00
Cover	\$400.00	\$200.00
Books: All languages/Worldwide	\$250.00	\$125.00
Cover	\$500.00	\$250.00
Electronic Book:	\$100.00	\$50.00
Magazine	\$50.00	\$25.00
Cover	\$100.00	\$50.00
Brochures & Pamphlets		
Under 5,000 copies	\$50.00	\$25.00
Above 4,999 copies	\$100.00	\$50.00
Scholarly Journal/Newsletter	\$25.00	\$12.50
Advertisement:	\$100.00	\$50.00
Print, video or web		
Commercial Merchandise		
Exhibition/display:		
Permanent exhibition (5 years or more)	\$100.00	\$50.00
Temporary exhibition (less than 5 years)	\$50.00	\$25.00
Motion Pictures:		
Motion picture/TV broadcast, one-time use	\$100.00	\$50.00
Motion picture/TV broadcast in perpetuity	\$200.00	\$100.00
Video/DVD/Blue Ray for resale	\$100.00	\$50.00
Non-broadcast film or video	\$50.00	\$25.00
CD/DVD:	\$100.00	\$50.00
Cover	\$200.00	\$100.00
Website/Webcast:	\$100.00	\$50.00
PowerPoint Slide	\$10.00	\$5.00
Multimedia package:	75% total	35% total
Book or electronic book with website and CD/DVD		
Reuse rate:	50% original fee	25% original fee
Bulk printing: (printed by patron)		
Postcards, greeting cards, calendars	\$.10 x print run	\$.05 x print run
Commercial Merchandise (mugs, t-shirts, magnets, etc.)	\$.10 x number run	\$.05 x number run

### Waiver of Publication fees

Publication fees are waived for township historical commissions, and newspapers; *reproduction fees will still apply.*

**Historical Society of the Phoenixville Area  
Reproduction Policy  
Effective May 2, 2018**

**1) Requests:**

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**All requests for publication, exhibition and commercial uses must be made in writing using the appropriate HSPA forms.** Forms can be requested in person, via email, HSPA website, mail, or telephone.

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Note: All individuals and organizations receiving a waived use fee are required to sign this form. The HSPA Archives chair must approve all waived fees.

**Historical Society of the Phoenixville Area  
Image Order Form & Permission Request  
Effective 5/2//2018**

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Address: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_  
Preferred Telephone for contact: \_\_\_\_\_  
Email address: \_\_\_\_\_  
**Payment:** Cash \_\_\_ Check \_\_\_  
**Delivery requested:** Pick-up \_\_\_ CD \_\_\_ Email/FTP \_\_\_  
Need by date: \_\_\_\_\_

Commercial (Y/N)	_____
Non-Profit (Y/N)	_____
Personal Only (Y/N)	_____

**Permission Request:**  
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Publications: Book \_\_\_ Magazine \_\_\_ Scholarly Journal \_\_\_ Brochure/Pamphlet \_\_\_  
                  Newsletter \_\_\_ Electronic Book \_\_\_ CD/DVD \_\_\_ Website \_\_\_  
Other Use: Advertising \_\_\_ Bulk Printing \_\_\_ Merchandise \_\_\_ PowerPoint Slide \_\_\_  
Motion Pictures: Theatrical Release \_\_\_ Non-profit Theatrical \_\_\_  
                  Television Broadcast \_\_\_ Video Resale \_\_\_

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One language \_\_\_ All languages \_\_\_

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Approved by HSPA Staff: \_\_\_\_\_ Date: \_\_\_\_\_

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