

Rights and Reproductions

Guidelines and Fees

The Society is happy to reproduce photographs for the following fees, but please note, additional fees for postage and handling. **Pre-payment is required for all orders.

Photographic Fees:

Traditional prints:

With existing negative: 8 x 10 = \$25.00; 11 x 14 = \$40.00; 16 x 20 = \$55.00

From a glass plate or print without negative: 8 x 10 = \$40.00; 11 x 14 = \$55.00; 16 x 20 = \$70.00

Glossy prints are supplied unless otherwise requested. There is a 10% additional charge for either color or matte finish and 20% for sepia toning. ALL black and white prints are resin-coated (RC) material.

Color Prints and Transparencies – prices available upon request.

Scanned images

1 - 5 images = \$15/image

6 + images = \$20/half hour of scanning (\$20 minimum).

Please note: all images are scanned at 300 dpi unless otherwise requested. Additional fees apply to higher resolution scans. All images are scanned at actual size with no alterations to the image. Files can be saved as either jpegs or tiffs.

Files can be copied to disk (included in cost), emailed, or saved to a flash drive (if provided by patron).

Fee for Photo Research – \$25/hour, photocopies included

Professional Photography of Objects and large library items:

Costs charged by photographer plus: retrieve/set-up/monitor fee: \$50/hour

Prepayment required

Note: All Prices are subject to change without notice. There is an additional charge for copying oversize or fragile material, and for special lighting and arrangements.

Processing time for photo orders are approximately 1-2 weeks. Please expect longer wait time for large orders.

Postage for mailing photos: \$3.95.

Commercial Reproduction Fee/Usage Fees *(note in addition to image production fees):*

In addition to its fees for copying photographs, the Delaware Historical Society charges a reproduction fee for commercial use or publication of original materials in its collections. A [Request For Permission To Publish](#) form must also be completed.

Fee charged on a per order basis.

Pre-payment is required for all orders.

Credit line to read as follows: "Courtesy of the Delaware Historical Society."

No fees for the following:

- Personal use; scholarly journals; Delaware non-profits, educational institutions, government; dissertations, theses, other student uses

Usage fee (in addition to image production fees)

- Book/periodical cover: b/w = \$75.00; color = \$150
- Book/periodical illustration - per image: b/w = \$25; color = \$50

- TV/film: b/w = \$50; color = \$100
- Film - theatrical release: b/w = \$100; color = \$250

- Web site - home page: b/w = \$75; color = \$150
- Web site - internal page: b/w = \$25; color = \$50
- Other electronic: b/w = \$75; color = \$125

- Advertising, any medium, fee charged: b/w = \$75; color: \$150

- Exhibition - per image: b/w = \$25; color = \$50

- Display in office or commercial space: b/w = \$25; color = \$50

- Public presentation: b/w = \$10; color: \$50

Contact us for arrangements for large projects involving multiple resources and media.

lrifenburg@dehistory.org or (302) 295-2386

WARNING CONCERNING COPYRIGHT RESTRICTIONS: The copyright law of the United States (Title 17, U.S. Code) governs the making of photocopies or other reproductions of copyright material. Under certain conditions specified in the law, libraries and archives are authorized to furnish photocopies or other reproductions of copyrighted works. One of these specified conditions is that the photocopy or reproduction is not to be "used for any purpose other than private study, scholarship, or research." If a user makes a request for, or later uses, a photocopy or reproduction for purposes in excess of "fair use," the user may be liable for copyright infringement. This institution reserves the right to refuse to accept an order if, in its judgement, fulfillment of the order would involve violation of copyright law. The granting of permission to publish by the Society does not absolve users of materials from securing permission from copyright owners and payment of such additional fees as the owners may require if the Society does not own copyright or if the material is not in the public domain. Applicants assume all

responsibility for questions of copyright and invasion of privacy that may arise in copying and in the use of the photographic copy.

Postage and Handling:

Note: All prices for postage are for first class mail, unless special delivery instructions are requested and paid for by the customer.

ALL mail and phone orders MUST BE PREPAID by check, charge, or money order or accompanied by a purchase order.

Checks can be made payable to: Delaware Historical Society

Payment or purchase order to: Delaware Historical Society, Attn:Photographs

505 N. Market Street, Wilmington, DE 19801

VISA or MasterCard also accepted.

Contact our Chief Curator for additional information at: lrifenburg@dehistory.org or (302) 295-2386.