

# ELIZABETH PUBLIC LIBRARY

---

## REPRODUCTION USE FEE SCHEDULE

### Copyright and Publication

Reproductions of any materials from our collection are supplied for reference purposes only. The Free Public Library of Elizabeth is not responsible for the misuse of copyrighted material. Permission to publish photographic material must be applied for by submitting an *Application to Publish* form. Permission to publish does not constitute a copyright clearance. "Publishing" includes print, web-based, and audio-visual produced materials.

I agree to comply with the above stated terms:

Researcher Signature \_\_\_\_\_

Print Name \_\_\_\_\_ Date \_\_\_\_\_

---

### Services and Fees

#### Photographs and Postcards

Many original prints are accessible in the Local History Collection. Original photographs and negatives are not loaned and are not for sale.

The following charges are made to defray cost for service and handling and to account for library staff time. Reproduction costs may vary depending on the format of the original image. Digital images are scanned at 300 dpi JPGs. **Reproduction fees do not include additional USE FEE.**

#### Reproduction Fees:

- Color / Gray Scale copies of images – 25c per page
- Black & White Copies of images – 10c per page
- Digital images - \$25.00 per image

#### Use / Publication Fees (must be approved by Library Director)

The Library encourages the noncommercial use of its collections for individual research and scholarly, educational and nonprofit organizations.

Fees help support the care and use of the Library's collections. Additional fees may be charged for complicated projects and extensive staff time.

User fees will be charged and must be pre-paid:

- Noncommercial one-time fee is \$25.00
- Commercial one-time fee is \$200.00

Users must abide by the fee schedules and the Condition of Use / Loan agreement.

Approved by the Library Board of Trustees. 15 December 2014