

MARIST COLLEGE ARCHIVES & SPECIAL COLLECTIONS REPRODUCTION & COMMERCIAL USE FEES

Reproduction charges are determined by two categories of fees: **reproduction costs** and **commercial use fees**.

The Marist College Archives & Special Collections determines commercial use fees, when applicable, which will be included in the price quotation. The total price quotation (reproduction, commercial use, and shipping fees) must be paid in full **before** an order can be started. Orders are filled in the order they are received. Rush orders will not be accepted.

Commercial Use of Images

The Marist College Archives & Special Collections charges commercial use fees to help support the activities of collecting, preserving, and making available its holdings. Researchers requesting to use a reproduction for promotional purposes and/or financial gain may be assessed a commercial usage fee.

Commercial Use Fees

Commercial use fees normally apply to for-profit corporations, partnerships, private businesses, and individuals when images are to be used commercially in books, periodicals, films, video productions, advertising, projection, or for direct sale. This includes the display of photographs in public areas of commercial buildings, restaurants, galleries, and retail spaces. Commercial fees are not charged when photographs are obtained for purposes of private viewing and research.

Please refer to page three of this document for a list of our commercial use fees. Fees for commercial use are in addition to the costs associated with providing the commercial user with a reproduction of the image.

Reproductions are provided for one-time use only. Any later or different use including the production of subsequent editions or printings of a work constitutes reuse and requires renegotiation and repayment of commercial usage fees.

Non-Profit Eligibility

Non-profit eligibility may include government agencies and non-profit organizations when the use of images is not for fund-raising purposes. Such status may be established by supplying tax-exempt certificates, letters of identification, or other appropriate documentation.

For-profit corporations, partnerships, private businesses, and individuals working for non-profit organizations and governmental agencies on projects sponsored by those organizations may be eligible to receive non-profit status on a case-by-case consideration.

REPRODUCTION FEES

PHOTOCOPIES & MICROFORMS		
Paper size	Fee per exposure	Copies on archival paper
8 ½ x 11	\$0.25	\$0.35
8 ½ x 14	\$0.25	\$0.35
11 x 17	\$0.50	\$0.75

HIGH RESOLUTION SCANNING (300 ppi or higher)	
Scanning set up and first unimproved basic scan	\$15.00
Additional unimproved basic scans (each)	\$5.00

NOTE: Scanning is performed on an Epson Expression 10,000XL or an Epson Perfection V750 Pro. Transfer of image to a CD is included in the price.

HIGH QUALITY INKJET PRINTS		
	First Print	Additional Prints
8.5" x 11"	\$10.00	\$8.00
11.7" x 16.5"	\$15.00	\$12.00
13" x 19"	\$17.00	\$14.00
17" x 22"	\$25.00	\$20.00
Banner Prints	\$35.00	\$28.00

NOTE: Printing is performed on an Epson Stylus Pro 4800. Epson Ultra Premium Paper with a luster finish is used for all prints.

AUDIO-VISUAL TRANSFERS	
Video to VHS	\$25.00
Video to DVD	\$25.00
Audio to Cassette	\$15.00
Audio to CD	\$15.00

NOTE: The above fees are for transfers that can be completed by the Marist College Archives & Special Collections. Additional fees may apply to any items that need to be outsourced to an outside vendor.

DATA TRANSFER
A \$15.00 fee will be applied to requests requiring data transfer. E.g. uploading files to a server, transferring previously scanned items to CD, etc.

NOTE: Shipping charges are assessed separately.

COMMERCIAL USE FEES

STILL IMAGES (fee per image)	
Text Illustrations	\$100.00
Cover Illustration	\$500.00
Advertisement Illustration	\$500.00
Television	\$200.00
Motion Picture Film	\$500.00 (For home video format, add \$100 per image)
Internet	\$100.00

NOTE: The above fees are for a one-time use of a single image.

AUDIO (fee per use)	
Television	\$20.00/second with \$100.00 minimum
Motion Picture Film	\$30.00/second with \$150.00 minimum (For home audio format, add \$5.00 per second)
Radio	\$20.00/second with \$100.00 minimum
Internet	\$30.00/second with \$150.00 minimum
Exhibit	\$10.00/second with \$50.00 minimum
Performance	\$10.00/second with \$50.00 minimum
Presentation	\$10.00/second with \$50.00 minimum
Broadcast Bundle	\$50.00/second with \$250.00 minimum

NOTE: The above fees are for a one-time use of an audio clip.

MOTION PICTURE FILM (fee per use)	
Television	\$20.00/second with \$100.00 minimum
Motion Picture Film	\$30.00/second with \$150.00 minimum (For home video format, add \$5.00 per second)
Internet	\$30.00/second with \$150.00 minimum
Exhibit	\$10.00/second with \$50.00 minimum
Performance	\$10.00/second with \$50.00 minimum
Presentation	\$10.00/second with \$50.00 minimum
Broadcast Bundle	\$50.00/second with \$250.00 minimum

NOTE: The above fees are for a one-time use of a film clip.