



## **Copyright and Reproduction Fee Schedule**

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### **Use Fees**

All use fees (per image) include one-time, one-use, single language rights.

#### **1. Publication Use – B/W and Color**

**For-profit** corporations, partnerships, private businesses and individuals

**Editorial Use** (within books, periodicals, films, video productions and other published works) **\$85.00**

**Advertising and other non-editorial uses** (such as post cards, posters, brochures, etc...) **\$200.00**

**Non-profit** corporations and government agencies

**Editorial Use** **\$30.00**

**Advertising and other non-editorial uses** **\$100.00**

#### **2. Exhibition Use – B/W and Color**

**For-profit** corporations (prints for display in offices, public spaces of commercial buildings, restaurants, private and corporate galleries and retail spaces) **\$150.00**

**Non-profit** organizations (prints for exhibition by museums, schools, and other Non-profit organizations or for use by individuals in home settings) **\$20.00**

#### **3. Projection Use – B/W and Color** (for public lectures, classroom instruction, and business presentations. Fees do not include any publication rights or permission for other uses.)

**For-profit** corporations **\$20.00**

**Non-profit** organizations **\$10.00**

**4. Reference Use – B/W and Color** (for study or research purposes only. This fee does not include, and is not applicable to, any other use fees. All prints are prominently marked with a non-reproduction stamp so as to make them unsuitable for publication.) Large quantities of requested items may require a modest labor fee. **FREE**



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## Special Conditions and Fees

- Reuse Fees:** All requests for reuse or change in use must be applied for in writing. Reuse fees for the same use are usually one half of the current listed fees.
- Multiple Use Fees:** Requests for multiple use of images (rather than one-time, single use of images) will be treated on a case by case basis. In general, the cost will be 150% of the single-use fee.
- Rush Service Fees:** Normal service usually takes between four and six weeks. Orders requiring rush service (less than four weeks) are subject to a 100% surcharge on all reproduction *and* usage fees. To avoid these fees, please allow ample time.
- Special Fees:** Rates for other uses not listed in this schedule are available upon request. *All fees listed are subject to change without notice.*
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## Photographic Production & New Photography Costs

- Production:** The IJHS does not provide print copies of images. All files are distributed electronically; printing and reproduction is the responsibility of the person receiving the file.
- New Photography:** Concern for the safety and handling of objects in the collection is a critical factor in determining if original photography may be provided. The decision to permit photography of an object rests with the IJHS staff.
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## Service Guidelines

**Photographic requests and orders** may be communicated via phone, letter or email.

**Proof of non-profit status** must be supplied by providing documentation such as tax-exempt certificates or letters of identification. For-profit corporations, partnerships, private businesses and individuals working for, or with, non-profit organizations and government agencies on projects or publications sponsored by those organizations may be eligible to receive non-profit rates with suitable identification.

**Processing of a request** will proceed upon the IJHS' receipt of a signed Statement of Use form and advanced payment of all use and production fees. Normal service usually takes between four and six weeks. All orders will be saved to a CD-R and shipped via first class mail unless special delivery is requested and prepaid or an overnight carrier account number is provided.

**To order photos, contact:** Sarah Carlson, Collections Manager  
Iowa Jewish Historical Society  
33158 Ute Ave.  
Waukee, IA 50263

(515) 987-0899 x216  
sarah@dmjfed.org

(Updated 12/2015 SC)