

# THE ATLANTIC COUNTY HISTORICAL SOCIETY



907 SHORE ROAD - P.O. Box 301 - SOMERS POINT, NEW JERSEY 08244 609-927-5218

## Historic Image Use Policy

The Society offers reproductive use of its collections to all non-commercial and commercial individuals and entities on an equitable basis. It owns a significant collection of photographic images dating to the 1860's. These include the work of Silas Morse and Alfred Moore, early Atlantic City photographers.

The word "image" covers negatives and prints ranging from the daguerreotype to contemporary uncopyrighted 35mm slides and also picture postcards, greeting cards, maps, videos, reproductions contained in all Library holdings, and all original art.

Use fees have been established to help provide funding for continued preservation and restoration of our image collections.

Pictorial representation of Museum objects is subject to Curatorial approval and also to the terms of this policy.

**NON-COMMERCIAL USE** - Reproduction not intended to produce direct or indirect profits for anyone, or any organization. Including use by scholars, scholarly journals without advertising, non-profit organizations, and governmental agencies. Cost: \$10 per scan or \$5 for photocopy; shipping and insurance extra, if necessary. See item 3 on p. 2. Patrons may photo items with their smart phones at 20 images for \$5. Staff research fees are extra.

**COMMERCIAL USE** - Direct or indirect use of a reproduction in a medium that is intended to decorate, induce a profit, awareness, or raise funds for any entity; cost: \$10 per scan, plus USE FEE as scheduled below. Shipping & insurance extra, is necessary. Approval is for one-time-only use.

### **BOOKS, EPHEMERA, POSTER, POSTCARDS:**

	<b><u>Use Fees**</u></b>
Under 5,000 copies	\$35 per ACHS image
5,000 to 9,999 copies	\$50 per ACHS image
10,000 to 49,9999 copies	\$65 per ACHS image
50,000 to 100,000 copies	\$80 per ACHS image

### **PERIODICALS:**

Under 100,000 circulation	\$35 per ACHS image
Over 100,000 circulation	\$65 per ACHS image

### **SPECIAL USE:**

Book Jacket, CD Cover, Calendar, Motion Picture, Video, TV, Advertising, Office Wall Murals.	\$150 per ACHS image subject to Librarian's discretion
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### **UNCOMMON USAGE:**

Fee negotiable

\*Library Committee Decision \*\*Subject to change

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## CONDITIONS OF USE

1. Patrons may not make copies of or borrow originals from the collections.
2. The Society reserves the following rights:
  - a. To examine proofs before final written approval is given for publication.
  - b. To receive at no charge a copy of the publication in which reproduction appears.
  - c. To limit or restrict the use of images known or thought to be rare, unpublished, protected by copyright, or under restrictions imposed by a donor.
  - d. To receive, as a donation following use, all prints delivered to the Patron, These may be borrowed for subsequent use by the same Patron at no charge. Only shipping insurance, use fees and the provisions of Clause #4 will then apply.
3. The Patron expressly agrees to have no copies made from reproduction prints delivered to him by the Society.
4. No exclusive rights may be granted by the Society for the use of any image. Permission is granted only for the original one-time use. Permission for any subsequent use must be requested in writing.
5. The Society is not responsible for the improper or illegal use of images provided to the user. Patron is responsible for determining public domain status.
6. The credit line. "Courtesy: Atlantic County Historical Society", and an accurate caption must accompany each published image.
7. The specific use of each reproduction, e.g. book, newspaper article, etc., must be stated on the order form.
8. Payment of **total amount** due is required at the time of signing the order.
9. Any increase in anticipated publication press run requires payment of additional use fee per stated schedule. Subsequent printings of same publication require written notice to the Society with payment of appropriate use fee enclosed (see Clause #4).
10. Waiver of Policy: On a one-time-only basis, any part or parts of this policy may be waived or modified by the Executive Board upon recommendation of the Librarian. Only unusual circumstances will warrant such action.

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## AGREEMENT

The foregoing conditions listed under "Historic Use Policy" are an integral part of this contract. By this signature the Patron or his/her agent hereby states that he/she has read, understands, and agrees to abide by these conditions.

The Society agrees to assist the Patron in searching our collection for images suitable to his/her purpose and to offer assistance in selecting accurate captions. Patron will sign all copies of this Agreement and the Order Form, returning one copy of each to the Librarian together with remittance.

## FOR THE PATRON

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Authorized Agent

Title

Representing

Address

Date signed

## FOR THE SOCIETY

Librarian \_\_\_\_\_

Date signed \_\_\_\_\_