

# **COPY & PROCESSING FEE SCHEDULE**

CARBON COUNTY MUSEUM 904 WEST WALNUT ST. RAWLINS, WY 82301

All orders must be paid in advance. Prices do not include sales tax.

Student orders will receive a 20% discount.

**Note:** Museum collections staff reserves the right to **not** copy materials if they believe the materials may be damaged in the process, or if the copy request violates federal copyright laws.

## **A.** Photocopies, per page

Black & White:		Color:	
Up to 11x17"	\$0.50	Up to 11x17"	\$2
11x 17" or larger	\$1	11x 17" or larger	\$5

### **B.** Photographic reproductions (600dpi, JPG or on photo paper), per copy

Black & White:		Color:	
Up to 4x6"	\$8	Up to 4x6"	\$12
Up to 8x10"	\$10	Up to 8x10"	\$15
Greater than 8x10"	\$15	Greater than 8x10"	\$20

## C. Scanning/digital copies, per copy

A significant portion of the Museum's photograph collection has already been digitized; low-quality copies (150dpi, JPG) of these images can be obtained at the photocopy rates listed above.

If an image has not already been digitized, there will be an \$8 charge in lieu of the photocopy fee.

### **D.** Postage and Handling

Within U.S. \$3.00 International \$10.00

For bulk items, exact postage will be charged.

**Note:** Standard method of delivery for digital copies is via email. There is a \$2 fee for images burned to CD and mailed.

Copied images must be for personal use only. Submission of a Permission to Publish Contract is required if the photograph is to be exhibited, published (in print or online), or used commercially in any way. Refer to Image Use Fee Schedule for use fees.

Any questions about copy and processing fees can be directed to the Registrar at (307) 328-2740 or <a href="mailto:registrar@carboncountymuseum.org">registrar@carboncountymuseum.org</a>