



POST OFFICE BOX 385, ON THE GREEN, LITCHFIELD, CONNECTICUT 06759 • TELEPHONE (860) 567-4501

Photographic Services Fee Schedule

Slides and Transparencies

35 mm Color Slides

For patrons requesting 35 mm color slides, the fees are:

Slide rental	\$15.00 for up to 3 months
Duplicate from existing slide	\$10.00
New slide (new photography)	\$25.00

Existing 4" x 5" Transparencies

For patrons requesting to rent existing 4" x 5" color transparencies, the fees are:

3-month rental of existing transparency	\$60.00
Each additional month of rental time	\$20.00

Requests for additional rental time must be made in writing. Lost transparencies are subject to a \$150.00 replacement fee.

New Color Transparencies

For patrons requesting a color transparency of an image or object for which this type of reproduction does not already exist, the fees are:

Reproduction fee and 3-month rental of a new color transparency	\$115.00
3-D object or flat item over 4 feet	\$130.00

Miscellaneous Transparency Fees (if applicable)

Transparency cleaning	\$35.00 per transparency
Replacement of damaged or lost transparency (after 3 months)	\$150.00

Digital Images and Scans

Digital Images and Scans

The Litchfield Historical Society will attempt to grant all requests for digital images. However, there may be instances where obtaining a high-resolution (or publishable) digital image is not possible due to equipment and staff constraints.

Existing Digital Images

For patrons wishing to obtain an existing digital image, the fees are:

High resolution (or TIFF) scan	\$10.00 per image
Low resolution (or JPEG) scan	\$7.00 per image

New Scans

For patrons wishing to have an image scanned, the fees are:

High resolution (or TIFF) scan	\$15.00 per image
Low resolution (or JPEG) scan	\$10.00 per image

Color Prints

Prints From Existing Negatives

The fees for color prints made from existing negatives are:

Print Size	From Existing Negative
8" x 10" or smaller	\$35.00
11" x 14"	\$40.00
16" x 20"	\$55.00
Larger than 16" x 20"	Available upon request

Prints From New Negatives

If the negative does not exist for the image requested we will first need to prepare a negative from the original material before a print can be produced. Keep in mind that this will also require additional time. The fees are:

Print Size	Flat Objects (under 48")	3-D Objects and Flat Objects (over 48")
8" x 10" or smaller	\$60.00	\$75.00
11" x 14"	\$65.00	\$80.00
16" x 20"	\$70.00	\$110.00
Larger than 16" x 20"	Available upon Request	Available upon Request

Black and White Prints

Prints From Existing Negatives

These prints will not necessarily be identical in tonal values to a print on file or one seen in a publication. The complete image will be printed and no retouching will be done to eliminate imperfections existing in the negative or the original material. Both matte and glossy finishes are available. Prices for sepia tone prints are available upon request.

The fees are:

Print Size	From Existing Negative
8" x 10" or smaller	\$15.00
11" x 14"	\$25.00
16" x 20"	\$30.00
Larger than 16" x 20"	Available upon request

Prints From A New Negative

If a negative does not exist for the image or object requested, we will first need to prepare a negative from the original material before a print can be produced. The fees are:

Print Size	Flat Objects (under 48")	3-D Objects and Flat Objects (over 48")
8" x 10" or smaller	\$45.00	\$65.00
11" x 14"	\$50.00	\$70.00
16" x 20"	\$60.00	\$90.00
Larger than 16" x 20"	Available upon Request	Available upon Request

VideoTaping

Patrons can videotape up to one hundred images for a flat fee. The amount of time a videographer can spend videotaping at the Litchfield Historical Society will be at the discretion of the Society. No additional permission fees apply, although an application must be completed before videotaping begins. The fees are:

Non-Profit Videotaping	\$350.00
Commercial Videotaping	\$425.00

If only a small number of images will be videotaped, patrons will be charged at the discretion of the staff of the Litchfield Historical Society.

Permission Fees for Public Use

Purchase or rental of photographic material from Litchfield Historical Society does NOT constitute an authorization to display, publish, or reproduce that material. Permission is granted through contract ONLY. The amount of the authorization fee is dependent upon the nature and purpose of the publication or display involved. Images obtained for personal use, rather than public use, do not usually require payment of a permission fee. All rights granted are non-exclusive and one-time. Use fees are:

Distribution	Non-Profit Use	Commercial Use
North America	\$25.00 for first item \$15.00 for each additional item \$50.00 for use on cover	\$40.00 for first item \$20.00 for each additional item \$80.00 for use on cover
World Wide	\$50.00 for first item \$25.00 for each additional item \$70.00 for use on cover	\$80.00 for first item \$40.00 for each additional item \$100.00 for use on cover
World Wide Web	\$50 per year	\$100 per year

Postage and Handling Fees

Fees apply to up to five (5) items, add \$1.00 per additional item. Fees are:

Location	Regular Post	Express or Overnight
Domestic	\$3.00	\$30.00
International	\$7.00	\$45.00

The Society reserves the right to negotiate or waive use fees for non-commercial organizations. All waivers must be obtained in writing and are for one-time use only. Any subsequent use of materials must be requested in writing from the Society and additional fees may be charged.

Prices are subject to change without notice. Orders requiring RUSH services (less than four weeks notice) are subject to additional service fees. Additional charges may apply for special circumstances. We prefer payment in full in advance of all orders.