

PLAINFIELD PUBLIC LIBRARY

REPRODUCTION USE FEE SCHEDULE

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Reproductions of any materials from our collection are supplied for **reference purposes only**. The Plainfield Public Library is not responsible for the misuse of copyrighted material. Permission to publish photographic material, including blueprints and line drawings, must be applied for in writing. Permission to publish does not constitute a copyright clearance. "Publishing" includes both print- and web-based published materials, such as websites and blogs.

I agree to comply with the above stated terms:

Patron Name _____

Print Signature _____ Date: _____

Services and Fees

Photographs and Postcards

Many original prints are accessible in the Local History department. Digitized images may be searched via the Plainfield Public Library web site. Original photographs and negatives are not loaned and are not for sale.

The following charges are made to defray the cost for service and handling and to account for library staff time. Reproduction costs may vary depending on the format of the original image. Digital images are scanned at 600 dpi JPGs. **Reproduction fees do not include additional USE FEE.**

Photograph and Postcard Reproduction Fees:

- Laser photocopies: \$2.00
- Previously digitized image: \$20.00
- Original imaging: \$40.00
- 10+ images requested: -10%
- Image on library supplied storage (CD or flash drive): \$10.00

Licensing/Use/Publication Fees (must be approved by Library Director)

- The Library encourages the noncommercial use of its collections for individual research and by scholarly, educational, and nonprofit organizations.
- Fees help support the care and use of the Library's collections. Additional fees may be charged for complicated projects and extensive staff time.
- User fees will be charged and must be pre-paid (fee schedule available upon request)
- Users must abide by the fee schedules and the *Condition of Use/Loan* agreement.

800 Park Avenue
Plainfield NJ 07060
908 / 757-2305
Fax 908/754-0063

www.plfdpl.info

