

FEE SCHEDULE

- Pre-payment in United States currency only. Allow 4-6 weeks for delivery
- A \$50 surcharge will be added for all orders requiring waiver of pre-payment
- Rush service mailing by FedEx, payable by the recipient
- Memorial Art Gallery requires 2 complimentary copies of Publications

Sales of Photographic Materials

Black and white photographs, 8 x 10, standard view	\$20.00
Color 35 mm slides, standard view (may not be used for reproduction)	\$ 8.00
Digital images (one time use only, to be destroyed after publication)	\$200.00
Overhead transparencies from digital, low-resolution (educational use only; not for reproduction)	\$5.00

Rental of Photographic Materials

Color Transparency (12 month rental)	\$200.00
Replacement for damaged/lost transparency or after 12 month period	\$200.00
New photography, as necessary (minimum fee)	\$100.00
<ul style="list-style-type: none"> • <i>All transparencies remain the property of the Memorial Art Gallery and MUST be returned to the Gallery</i> • <i>Memorial Art Gallery may require approval of color reproductions prior to publication.</i> 	

Reproduction Fees (one image, one time, one language, non-exclusive use)

Print and CD-ROM publications

Non-Profit rate *	\$65.00
Dissertation/Thesis	waived
Commercial rate	\$150.00
Institutions borrowing a MAG work for exhibition	waived

Cover/dust jacket (Additional fee) \$100.00

Additional language uses

Two languages (English and one other)	\$175.00
Three languages (English and two others)	\$225.00
World rights	\$300.00

Web publications

Non-Profit rate *	\$65.00
Commercial rate	\$250.00

Film, Video, Television \$350.00

Commercial Products

Calendars, note cards, postcards, poster, merchandise, etc. \$200.00

**Non-profit rate is defined as non-profit publishing (museum, university, educational non-profit institutions) with a print run under 2000 copies.*

Postage

US mail	\$3.00
International airmail	\$5.00
FedEx	paid by recipient

APPLICATION FOR PERMISSION FOR REPRODUCTION RIGHTS

Please read carefully and sign if in agreement. Return application to the Memorial Art Gallery. Upon granting your request, the original copy will be sent to you as your permission.

Failure to sign will be regarded as a cancellation of the request.

Applicant

Contact Person
Phone () Fax ()
Institution
Address
City State Zip
Email

Proposed use

Publication, the following information is required:

Author (s)
Title
Publisher
Date of Publication Production run
Reproduction: black-and-white color Detail Cover
Language: English English + one other English + two others World Rights

Web Site Publication (color only. MUST link back to Memorial Art Gallery web site)
Education Limited Access
Commercial

Non-Publication

Film, Video, Television
Title Producer Medium U.S. Rights World Rights
Commercial Product
Type Production run Name of Distributor

Request is made for the following

8 x 10 glossy print color transparency digital (format) (Resolution)

SUBJECT TO THE CONDITIONS AS OUTLINED UNDER GENERAL CONDITIONS, I/WE REQUEST PERMISSION TO REPRODUCE THE FOLLOWING OBJECT IN THE COLLECTION OF THE Memorial Art Gallery of the University of Rochester.

Artist
Title/Date
Medium

The attached documentation, credit line and photo credit (if available) must appear in immediate proximity of the reproduction(same page, opposite page or on the reverse..

I have read and understand the conditions as outlined on General Conditions page, and agree to comply with these conditions and all copyright restrictions.

Date

The Memorial Art Gallery of the University of Rochester grants permission.

Date

General Conditions Governing Reproduction Rights

1. Permission is granted for one-time, non-exclusive use, in one publication, one edition, and one language, unless duly stated.
2. If you are requesting permission to reuse an image you already have, please indicate when and where you obtained it.
3. The image must be reproduced in its entirety.
 - a. No cropping, bleeding or retouching is allowed
 - b. Nothing may be superimposed on the reproduction
 - c. The reproduction may not be superimposed on anything
 - d. The reproduction may not be reproduced on color stock
 - e. The reproduction must be full-tone black-and-white or color
 - f. The reproduction may not appear in the exact dimensions of the original work of art, but must be of a size sufficiently larger or smaller
 - g. Details will be considered and require specific application.
 - h. Reproductions for cd-rom or web must be 72 dpi.
4. Color slides may not be used to make reproductions, in any form. Color slides may not be duplicated.
5. All color transparencies remain the property of the Memorial Art Gallery of the University of Rochester
6. If an object has not been photographed, new photography may be requested. Please allow at least 4 – 6 weeks for processing, with an additional fee. New photography of oversize and/or fragile objects is at the discretion of the curator and may require additional processing time
7. If the reproduction is to appear as a three-dimensional replica, on a dust jacket, calendar, brochure poster or the like, a layout or a model must be submitted for the museum's approval and an additional fee will apply. If the commercial product is an item that can be sold in the museum store (calendars, notecards, engagement books, etc.) an agreement may be negotiated for a quantity of the product in lieu of additional fees.
8. Submission of color proofs is required by the museum before color print reproduction will be approved.
9. Two complimentary copies of the publication must be sent to the Memorial Art Gallery of the University of Rochester.

Copyright Restrictions

Memorial Art Gallery of the University of Rochester assumes no responsibility for any claim against the applicant or the Memorial Art Gallery by an artist, his agent, estate, or any other party in connection with the reproduction or works of art in the collection of Memorial Art Gallery.

Copyright ownership or reproduction rights may be retained by the artist or their assignors for works of art created after January 1, 1923. Any and all royalty payments or other requirements specified by the copyright owner of such a work must be adhered to by the applicant. If applicable, a signed document of permission may be required from the copyright owner for proper processing.