

# ALBANY INSTITUTE OF HISTORY & ART

## RIGHTS & REPRODUCTION FEE SCHEDULE Effective January 1, 2011

The Rights & Reproductions Office of the Albany Institute of History & Art is open Monday—Friday from 9:00 am—5:00 pm.

Please note: All requests for images and/or usage rights must be received in writing (via email, standard mail, or fax).

**Museum Members and Corporate Partners receive a 10% discount.**

**Rush Orders:** At least thirty (30) business days notice is required for all image orders and/or usage rights requests. A twenty-five percent (25%) surcharge will be added to all image and/or rights orders that require fulfillment within fourteen (14) business days or less, and a fifty percent (50%) surcharge will be added to all image and/or rights orders with a deadline of seven (7) business days or less. A one hundred percent (100%) surcharge will be added to all images and/or rights orders with a deadline of three (3) business days or less.

**Not-for-Profit Pricing:** Customers other than students and/or academic researchers must provide proof of NOT-FOR-PROFIT status. For publishers that have NOT-FOR-PROFIT status (e.g. university presses) we classify a NOT-FOR-PROFIT publication as a printed book that is intended for a scholarly audience with a print run of 2,500 or less (one edition). We classify a FOR-PROFIT publication as a printed book with a print run over 2,500 (one edition), which includes multiple print runs of one edition surpassing 2,500. Customers purchasing images for display in private residences will be charged not-for-profit image prices, but will be charged New York State Sales Tax.

Please direct correspondence to:

Attn: Nycole Kinns  
Rights & Reproduction  
Albany Institute of History & Art  
125 Washington Avenue  
Albany, New York 12210

E-Mail: [kinnsn@albanyinstitute.org](mailto:kinnsn@albanyinstitute.org)

Phone: (518)463-4478, ext. 420

Fax: (518) 462-1522.

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## Section I - IMAGE FEES (Exclusive of Usage Rights Fees):

**Photography** : The prices listed below are contingent upon the Albany Institute of History & Art owning photography of the object being requested. If an object must be photographed in order to provide a customer with a digital image, print, color transparency, and/or slide, the price will be \$100.00 per photographed image.

Digital image files, color transparencies, and/or slides are not available to customers who wish to purchase an image for the display of said image in a private residence, or in an office or other area of a public or private agency, business, institution, organization, or school. Customers wishing to purchase an image for display in a private residence, or in an office or other area of a public or private agency, business, institution, organization, or school may purchase a black & white or color print of an object from our collections.

All customers should also refer to Section II of this document to determine applicable usage fees.

	NOT-FOR-PROFIT FEE	FOR-PROFIT FEE
High-Resolution Images: (300 dpi/10" long dimension/TIFF)	\$15.00 per digital image file	\$30.00 per digital image file
Low-Resolution Digital Images: (72 dpi/10" long dimension/JPEG)	\$5.00 per digital image file	<i>Available for research purposes only. Reproductions from low-resolution digital images are prohibited.</i>
Larger Resolution files available upon request. Additional fee may apply.		
4" x 5" Color Transparency*: (3-month lease) Late fee charged for use beyond lease period. *If available	\$60.00 per transparency LATE FEE: \$40.00/month	\$75.00 per transparency LATE FEE: \$50.00/month
<b>Black &amp; White/Color Prints available through the Museum Shop.</b>		

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**Section II - USAGE FEES (Exclusive of Image Fees):** Includes the use of images by academic researchers and students, as well as the display of images in a private residence, or in an office or other area of a public or private agency, business, institution, organization, or school.

- **Domestic Distribution Fee:** included in the Standard Usage Fee.
- **Worldwide Distribution Fee:** equal to two times (2x) the Standard Usage Fee limited to one (1) language.
- **Worldwide Distribution and World Rights Fee:** equal to three times (3x) the Standard Usage Fee, includes all languages.

## STANDARD USAGE FEES FOR PRINT MEDIA:

	NOT-FOR-PROFIT FEE	FOR-PROFIT FEE
Use of image <b>within the text</b> of a printed book (one edition in one language).**	\$20.00 per image	\$70.00 per image
Use of image <b>on the cover</b> of a printed book (one edition in one language).**	\$60.00 per image	\$250.00 per image
Use of image <b>within the text</b> of an unpublished academic thesis or dissertation.	Fee Waived	Not Applicable
Use of image <b>within the text</b> of a journal, newsletter, or newspaper article.	\$15.00 per image	\$40.00 per image
Use of image <b>on the cover</b> of a journal, newsletter, or newspaper article.	\$40.00 per image	\$150.00 per image
Use of an image <b>within the text</b> of a magazine, exhibition catalogue, or brochure.	\$30.00 per image	\$60.00 per image

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Use of an image on a printed exhibition panel, or as an exhibition image, for display in a public or private museum, cultural site, or historical site.	\$60.00 per image	\$100.00 per image
Use of an image for display in a private office or public area of a public or private business, agency, organization, institution, or school.	\$60.00 per image	\$100.00 per image
Use of an image on a poster that is not an advertising poster. ^^	\$125.00 per image	\$250.00 per image
Use of an image on the cover of a musical recording to be issued as a recording album.	\$100.00 per image	\$175.00 per image
Use of an image on a greeting card or post card. ^^	\$200.00 per image	\$275.00 per image
Use of an image on a calendar cover or within a calendar. ^^	\$250.00 per image	\$350.00 per image
Use of an image in a national print media advertisement.	\$300.00 per image	\$500.00 per image
Use of an image in a print media advertisement with a target distribution area equal or less than a 100 mile radius.	\$100.00 per image	\$300.00 per image

\*\* Customer must reapply to purchase rights to use an image in any subsequent editions or translations of a text.

^^ Customer must reapply for the purchase of this right every 5 years.

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## STANDARD USAGE FEES FOR ELECTRONIC OR DIGITAL MEDIA:

	NOT-FOR-PROFIT FEE	FOR-PROFIT FEE
Use of an image within an e-Book publication or within the e-Book version of a printed publication. ^^	\$55.00 per image	\$65.00 per image
Use of image within a CD-ROM publication or within the CD-ROM version of a print publication. ^^	\$55.00 per image	\$65.00 per image
Use of an image on a website.^^	\$70.00 per image	\$100.00 per image
Use of an image in an interactive component of an exhibition at a museum, cultural site, historical site, public or private educational institution, or in a for-profit exhibition. (e.g. in a program designed for a personal digital assistant (PDA) device, or PowerPoint presentation. ^^	\$70.00 per image	\$100.00 per image

^^ Customer must reapply for the purchase of this right every 5 years.

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## STANDARD USAGE FEES FOR FILM/TELEVISION/VIDEO:

	NOT-FOR-PROFIT FEE	FOR-PROFIT FEE
Use of an image within a film to be broadcast on a public television station in the U.S.	\$50.00 per image	Not Applicable
Use of an image within a film to be broadcast on non-standard television including basic cable, pay cable, video on-demand, pay-per-view, satellite television, and internet viewing in the U.S.	\$50.00 per image	\$100.00 per image
Use of an image within a film to be broadcast on standard television stations in markets outside the U.S.	\$40.00 per image	\$75.00 per image
Use of an image within a film to be broadcast on non-standard television stations including basic cable, pay cable, video on-demand, pay-per-view, satellite television, and internet viewing in markets outside the U.S.	\$50.00 per image	\$100.00 per image
Use of an image within a film on video and/or DVD to be distributed in U.S. markets.^	\$50.00 per image	\$100.00 per image
Use of an image within a film on video and/or DVD to be distributed in markets outside the U.S.	\$50.00 per image	\$100.00 per image

^^ Customer must reapply for the purchase of this right every 5 years.