

MORTIMER RARE BOOK ROOM

Neilson Library • Smith College • Northampton, MA 01063 U.S.A.

Telephone: (413) 585-2906 • Fax: (413) 585-4486 • e-mail: bblument@email.smith.edu

SCHEDULE OF FEES (including cost of staff handling)

Photocopies (black & white)	25 cents per page
Digital scan	\$15 each, for existing scan; \$20 each, for a new scan
Digital print	\$20 each (8 x 10" mat or glossy)
Duplication of videotape, audio cassette, tape, dvd, or cd	\$15 each (\$25 each if there is a change from the original format)

MAILING CHARGES: A fee of \$3.00 is charged for all orders which must be mailed (1st class) or billed. FedEx charge is a minimum of \$10.00 (or you may provide us with your FedEx account number). Orders which are picked up and paid for are not subject to this fee.

PUBLICATION FEES:

Regular: \$100.00 per image, per use; multiple formats: \$200.00 per image

Non-profit (with tax-exempt number): \$20.00 per image, per use;
multiple formats: \$40.00 per image

We require a completed and signed **PUBLICATION CONTRACT**. You also must obtain permission from the copyright holder.

PAYMENT:

Please pay from invoice.

We accept cash, personal checks, and credit cards (Visa or Mastercard only).

revised 11/2007