

The Museum of the City of San Francisco

AUDIO/VIDEO USE FEE SCHEDULE

(beginning December 1, 2005)

IMPORTANT NOTICE: The image prices listed below are *only for photos in high resolution TIFF format provided by us on CD or DVD from our image archive at www.sfmuseum.org/image archive*. A photograph or print not yet in the image archive, but published by us elsewhere (e.g. *Denial of Disaster*), will require a museum employee to search for and scan it from the positive or negative original. Consequently, an extra fee of \$35.00 per item is required for all such images. Images on our web site, but not in our image archive, are not necessarily available for sale by us, so please inquire first before ordering. Low resolution files may be downloaded from our website at no charge as long as The Museum of the City of San Francisco is properly credited (see below).

Published images from our archive must be credited with "Courtesy of the Museum of the City of San Francisco." Audio or video recordings provided by us for documentaries or news broadcasts must show list the recording's description and have "Courtesy of the Museum of the City of San Francisco" in the closing credits. All images and audio/video recordings are for one-time use only. Images must be purchased in advance or with a personal or business credit card. We do grant terms to companies or institutions with which we have dealt with on a regular basis for at least one year. Please add a \$1.00 handling and scanning charge for each image (includes charge for disc). Delivery charge (first-class domestic postage) is 5:00; international, \$10.00. Charge for overnight deliveries to domestic or Canadian destinations is \$30.00. California residents will be billed for state sales tax

	BLACK AND WHITE	COLOR
HARD COPY PUBLICATION USE (per image)		
Commercial publishers, businesses, individuals	\$60.00	\$65.00
Non-profit businesses & government agencies	\$20.00	\$25.00
Thesis, dissertation (high-resolution file on CD for paper to be published)	\$10.00	\$15.00
COMMERCIAL ADVERTISING USE (per recording or image)		
For-profit businesses	\$150.00	\$200.00
For non-profit businesses, agencies	\$ 50.00	\$ 65.00
VIDEO, TELEVISION, FILM, INTERNET		
For-profit businesses/individuals: multi-media or worldwide rights	65.00	\$ 70.00
For non-profit businesses, agencies	\$ 25.00	\$ 30.00
EXHIBITION USE (per image or image for enlargement by licensee)		
For-profit businesses, individuals	\$120.00	\$120.00
For non-profit businesses, agencies	\$ 30.00	\$ 40.00
RE-USE (e.g., subsequent edition, medium, language)	50% each add'l	50% each add'l

QUANTITY DISCOUNT: 10 or more items licensed qualify for a five percent discount; 20 or more images, 10% discount; 50 or more images qualify for a 15% discount.

ONSITE FILMING OR VIDEOTAPING OF INTERVIEWS

Museum employees or contractors of subject-specific historical knowledge

(appointment required) \$150.00/hr/minimum

(Interviews with Mrs. Gladys Hansen are \$300.00/hr/minimum)

THE MUSEUM OF THE CITY OF SAN FRANCISCO
AUDIO/VISUAL PERMISSION FORM

Please fax to (415) 731-4204 or (650) 593-8626

or send to:

Museum of the City of San Francisco
945 Taraval Street, PMB 423
San Francisco, CA 94116

Name of one-time licensee _____

Organization or company: _____

Address: _____

City, State, ZIP: _____

Telephone: _____ **Fax:** _____

Email: _____

Description of project:

Author(s)/ sponsor(s)/ producers(s): _____

Working title of project: _____

Contact person for audio/visual usage: _____

Projected date of publication or expected time of first airing: _____

Economic classification of project (from above categories): _____

Purchase order number for items being licensed: _____

Number of items being licensed on P.O. _____

Statement of responsibility: I certify that the information on this form is correct and I accept the conditions of use. I am authorized to enter into this agreement on behalf of the above-named organization or individual.

Signature of Applicant: _____ **Date:** _____

Amount of payment (Use fees only – do not include duplication charges) : _____

Paid by: Cash Check Credit Card (MC or Visa) number: _____ Exp. date: _____

Copyright Warning

To the best of our knowledge, all the images and audio/visual material we offer for licensing to the public are either in the public domain or owned by the Museum of the City of San Francisco. If we are presented legal evidence to contrary, we will remove such material from our public archives. It must be remembered that even material in our archives that was previously in the public domain enjoys renewed copyright protection if it has appeared in one of our publications, or has been refurbished by us to make it suitable for publication. However, as with similar institutions, even that little material in our archives that may still be in the public domain was collected by us at great cost and/or time expended to make it available for licensing to the public. Additionally, as alluded above, extra time and effort has gone into restoring images, the originals of which, were often not fit for publication purposes.

Special Fees

Rates for other uses not listed in this schedule will be quoted upon request. All fees listed are subject to change without notice. Reduced rates are offered to donors needing copies of materials they have previously donated to The Museum of the City of San Francisco.

Non-profit eligibility

Non-profit fees are applicable only to those organizations able to prove legal not-for-profit status by providing suitable documentation such as tax-exempt certificates or letters of identification. For-profit corporations, partnerships, private businesses and individuals working for or with non-profit organizations and government agencies on projects or publications sponsored by those organizations may be eligible to receive non-profit rates with suitable letters of identification.

Conditions of Use

The Museum of the City of San Francisco retains all rights to reproductions of photographs and audio and/or video recordings including the right to grant others permission to reproduce the photographs and audio and/or video recordings. Additional copies must be purchased from The Museum of the City of San Francisco. The photographic or A/V copy or any facsimile of such may not be reproduced beyond the intended use described in the Permission Form.

Permission for publication of images or reproduction of recordings is granted for one-time use and only for the expressed purpose described in this contract. Any subsequent use or change in use constitutes reuse and must be applied for in writing to: *The Museum of the City of San Francisco*, and appropriate fees paid. Permission is limited to the applicant and is not transferable. Permission for use is not granted until all fees are paid.

Altering the original image or recording in any manner does absolve user from any obligations or use fees.

In authorizing the publication of an image or recording, The Museum of the City of San Francisco does not surrender its own right to publish it, or to grant permission to others to do so. All rights are non-exclusive.

Rights are offered for a maximum period of ten years (e.g. the reprints of books after one decade of non-publication). The Museum of the City of San Francisco does not issue rights in perpetuity.

The applicant agrees to send The Museum of the City of San Francisco one complimentary copy of the work containing the reproduction.

Crediting Information

The publication must properly credit The Museum of the City of San Francisco. Credit should appear in close proximity to the image or in a special section devoted to credits. The preferred credit line for The Museum of the City of San Francisco material is :

Courtesy of The Museum of the City of San Francisco

Crediting individual items is mandatory.

Credit should be included with closing acknowledgements in all film or video publications.

Reproductions distributed electronically must contain a credit watermark as part of the image and resolution should not be greater than 72 dots per inch or 640x480 pixels.

Credit for images used in exhibitions must appear within the exhibition area.