

PHOTOGRAPH REPRODUCTION AGREEMENT
Susquehanna County Historical Society
18 Monument Street, Montrose, PA 18801

NAME _____

ORGANIZATION _____

ADDRESS _____

CITY/STATE/ZIP _____

PHONE/FAX/EMAIL _____

PURPOSE _____

Photograph reproductions*, in print or digital format, will be purchased under the following conditions:

1. Payment in full is required prior to ordering reproductions.
2. All photograph reproductions will be arranged for by Historical Society personnel.
3. Photographs are to be used one time and only for the purpose stated above.
4. Photographs used for publication/display in print format, electronic format, video format, or web site format, will be identified with Titles/Captions provided by Historical Society and must be credited as follows: "From the collection of the Susquehanna County Historical Society." Titles/captions may not be altered or modified.
5. The Historical Society reserves the right to request a copy of the publication, etc. without charge.
6. By signing below, you agree not to make additional reproductions of digital photo files or printed scans without express written permission of Susquehanna County Historical Society.
7. This agreement shall serve as a legal and binding contract. Photo reproduction will not be completed without a signed agreement.

**Please note that photograph reproductions may take up to 2 weeks to complete. Photographs will be reproduced at the size of the original.*

PHOTOGRAPH REPRODUCTION FEES

Historical Society Members: \$25.00 per original photograph.

Non-Members: \$35.00 per original photograph.

Additional prints from one original photograph: \$5.00 each.

For print reproduction orders that require shipping, a shipping/handling fee will be added.

TITLE/CAPTION

CATALOG NUMBER

I agree to the conditions set forth above.

_____ **Date:** _____
(signature of patron)

Approved By: _____
(signature of authorized Historical Society personnel and title)

Revised May 2012