



Collections Fee Schedule



Research \$10.00 per search of a **single record** group. One single record group is defined as one individual in one newspaper, book, state census, naturalization, etc. **Broad research** will be conducted for a fee of \$20.00/hour, with a 1-hour minimum charge.

Photocopies..... \$.10 per letter sized page. Books, manuscripts, other paper material. Performed by Museum staff.

Shipping \$2.50 for most shipping. Shipping is on a per-cost basis—the size and scale of the item shipped will determine your cost.

Fax \$.25 per page

Citation..... If referenced, items from the Museum’s collection must be cited: [Name of Collection, if applicable], Joliet Area Historical Museum

Copyright..... It is the responsibility of anyone reproducing material to determine the copyright holders and obtain permission from them if necessary. Archives staff will provide available copyright information on request. Please note that most collections, especially those received before 2000, may not have complete information on file.

Scan/photographic use fees See table below for rates—fees are per image. Add \$2.00 plus shipping and handling fees per disk.

NOTE: A Photo Use Agreement Form must be filled out and signed by both parties before the release of images.

	IN-STATE	OUT-OF-STATE
For-profit corporations, partnerships, private businesses and individuals	\$10.00 per image	\$15.00 per image
Non-profit	\$5.00 per image	\$10.00 per image

ARE YOU A MEMBER?

Members receive a 10% discount on fees. Become a member for as little as \$25.00.

JOLIET AREA HISTORICAL MUSEUM

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