

Smithsonian Institution Archives

REPRODUCTION USAGE FEE GUIDELINES (effective October 1, 1999)

1. FEES. Fees are for one-time, non-exclusive, one-language, world-wide use of an image. Re-use of the material in a later edition or in another publication or format will be considered a new request.

Payment is accepted in checks or money orders drawn on U.S. banks and payable to "Smithsonian Institution." International money orders must be payable in U.S. dollars through a U.S. bank. We cannot accept cash or credit cards.

Usage per image	Black & white	Color
One-time editorial use (textbook, exhibition catalogue, magazine, documentary film, video, etc.)	\$50.00	\$100.00
One-time non-editorial use (cover, book jacket, record album, etc.)	\$100.00	\$200.00
Special media use (commercial motion picture, television, videotape, internet, etc.)	\$100.00	\$200.00
Personal Photography Fee	\$50.00 per hour, or fraction thereof.	
Commercial product	Permission is discretionary and subject to licenses which may be negotiated by the SI's Office of Product Development and Licensing.	
Advertising	Permission is discretionary and subject to review by other SI offices. Fees are separately negotiable.	
Other uses	Permission is discretionary.	

2. OTHER FEES. In addition to the reproduction usage fee, there will be applicable production fees imposed by the Smithsonian Photographic Services (SPS) for purchase of photographic materials, original photography, or other services and materials.

3. WAIVER FOR SCHOLARLY OR NON-PROFIT USES. Applicants may request a waiver of fees for reproduction of an image for non-profit or scholarly purposes. Approval of the waiver is at the discretion of SIA. See "Reproduction Policy" for details.

4. PERMISSION TO REPRODUCE. Terms and conditions for reproduction are specified in writing by the SIA Reference Archivist. Payment of the SIA reproduction usage fee is due on receipt of invoice. Fees are non-refundable. When paid, the receipted invoice together with the counter-signed permission form constitute official authorization.