

Audiovisual Materials

- Audio/video duplication (includes media) -- **\$20 per hour with 30 minute minimum.**
- Can transfer to audiotape or cd and video tape or dvd.

Photostatic Copies

- 8.5x11" or 8.5"x14".
\$.10 (self-service).
\$.30 (staff copying).
- 11x17".
\$.50 (staff copying).
- Color photocopies are produced at the Copy Center--**customer invoiced for cost plus \$5 administration fee/order.**
- Maps per square foot -- **\$1.00.**
- Faxed requests, per page -- **\$1.00.**

Rush fee is **50% of total order.**

Mailing Costs

NOTE: The AHC can provide overnight delivery via Federal Express or United Parcel Service when the user has an account number to which a charge can be made.

- Actual cost plus \$5 handling.

Black and white



Sepia tone



Warmtone



Three samples of the same photograph are shown duplicated in black & white, sepia tone, and warmtone. Please be aware that the tones in these samples may differ slightly from the reprinted photograph.

UNIVERSITY OF WYOMING American Heritage Center

Mailing Address:
Dept. 3924 / 1000 E. University Ave.
Laramie, WY 82071

Location:
2111 Willett Drive (Centennial Complex)
307.766.4114
307.766.5511 (FAX)
ahc@uwyo.edu (General)
ahcref@uwyo.edu (Reference Department)
www.uwyo.edu/ahc

Hours of Operation:
Monday, 10:00 a.m.-9:00 p.m.
Tuesday-Friday, 8:00 a.m.-5:00 p.m.
Closed Saturday and Sunday

Director
Mark Greene - 307.766.2474

Associate Director
Rick Ewig - 307.766.6385

Reference Department
307.766.3756



Prices are subject to change without notice.

Rev. 10-07

American Heritage Center

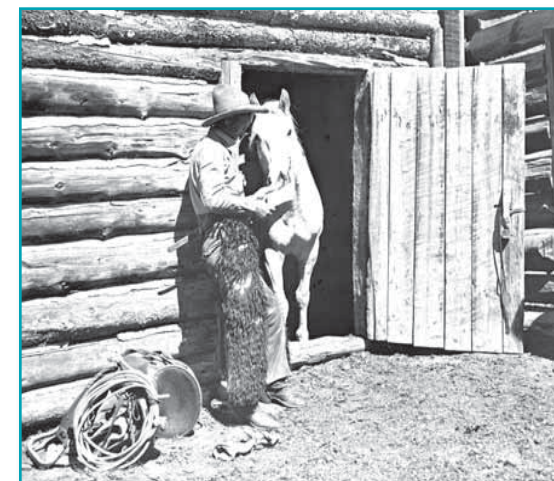


University of Wyoming

Duplicating Services

The American Heritage Center (AHC) offers a variety of duplicating services to its patrons and researchers. These range from photocopies of documents to photographic prints to copies of cassette tapes.

If you have any questions about our services or prices, please contact the **Reference Department at 307-766-3756 or ahcref@uwyo.edu.**



Cowboy reading a letter, ca. 1930. Charles Belden Collection.

Image Duplication (per image)



Crow couple, Crow Reservation, Montana, ca. 1910
Richard Throssel Collection.

The AHC photography lab produces black & white prints on Ilford glossy, matte, or warmtone RC paper. Please indicate if you would like the image cropped or to include captions.

NEGATIVES: All photographic prints must be made from negatives. If the AHC does not hold the negative, there is an additional charge for copying. All copy negatives remain the property of the AHC.

TO ORDER: Please go to the AHC web site at <http://ahc.uwyo.edu> or contact the **Reference Department** at 307-766-3756.

RUSH ORDERS: Normal production time for image duplication is 10-30 days. For delivery in less than 10 days, a rush fee will apply. Please add 50% to the total order for rush charges. Minimum rush order charge is \$10.

PHOTOGRAPHIC REPRINTS:

Black & white print

- 4x5" -- \$8.
- 5x7" -- \$12.
- 8x10" -- \$15.
- 11x14" -- \$25.
- 16x20" -- \$35.
- 20x24" -- \$45.

Additional cost per print if a new negative must be produced -- \$7.

Additional cost per print for sepia tone -- \$5.

Color print

- 4"x 5" -- \$13.
- 5"x7" -- \$17.
- 8"x10" -- \$20.
- 11"x14" or 13"x9" -- \$25.

OTHER COSTS and SERVICES:

Oversize fee -- \$25.

(Larger than 20"x30")



James Dean and Richard Davalos in candid photos taken before filming *East of Eden*, 1954. Jean Howard Collection.

SCANS:

The AHC uses a flatbed scanner, capable of scanning items up to 12x17" and 3200 ppi resolution. Please contact the Reference Department regarding larger items.

Scanning services are \$55 per hour (minimum 1 hour) and the total includes files on a CD. You may order a color or a black and white scan. Shipping and handling is included (when shipping to a U.S. address) in the per hour rate. Additional shipping charges apply when shipped internationally. Rush fee is 50% of the order.

TO ORDER: When ordering a scanned image, please provide resolution, file type, and image size. You may go to <http://ahc.uwyo.edu> to fill out an order form or contact the **Reference Department** at 307-766-3756 or ahcref@uwyo.

Commercial Use Fees

The purpose of the Commercial Use Fee is to defray special handling costs required of the types of materials that must be photographically reproduced. Funds generated from these fees are dedicated to the further development and preservation of the AHC's holdings. If use is through a non-profit or scholarly press or institution, use fees will be waived.

Permission will be granted for one-time use only. Any subsequent use of an image requires written permission of the AHC. All other rights, including those of further publication, are reserved in full by the AHC. We reserve the right to refuse to provide images to individuals and companies who have not complied with our policies. We do not provide rights to materials in perpetuity. To include an AHC image in your publication, exhibit, or other project (whether commercial

or non-profit) we ask that a use agreement be signed and returned to us. The use form can be found at <http://ahc.uwyo.edu/usearchives/commercial.htm>. Images for personal research may be used without permission. Contact the **Reference Department** at 307-766-3756 or ahcref@uwyo.

BOOKS

- Scholarly and non-profit publishers -- **No Charge.**
- 1-5,000 copies -- **\$25 per image.**
- 5,001-10,000 copies -- **\$50 per image.**
- 10,001-25,000 copies -- **\$100 per image.**
- Over 25,000 copies -- **\$250 per image.**

MAGAZINES and PERIODICALS

- Scholarly and non-profit publishers -- **No Charge.**
- Under 50,000 circulation -- **\$50 per image.**
- 50,000-100,000 circulation -- **\$100 per image.**
- Over 100,000 circulation -- **\$250 per image.**

MISCELLANEOUS COMMERCIAL USE

- Commercial display (office, store, etc.) -- **\$250.**
- Book jacket -- **\$250.**
- Motion picture, radio, or television use -- **\$250.**
- Advertising use -- **\$250.**

Credit Line

If AHC material is reproduced, it is the user's responsibility to provide an appropriate credit line. In books, posters, or cards the credit line should appear with the item or an appropriate credit section. In movies or videos the credit line should appear at the end of the production. The credit line should read "Courtesy (collection name), American Heritage Center, University of Wyoming."