

Reproduction Fees

Includes digital reproductions of NHS Collection photographs, graphics, artifacts, and manuscripts.

Collection	COMMERCIAL	NON-PROFIT/MEMBER/STUDENT*
Photo Archive (Hi-res digital scan -300 dpi JPEG)	\$25/ image	\$20/image
Photo Archive (Lo-res digital scan - watermarked, 150 dpi JPEG)	\$5/ image	\$5 /image
Manuscript Collection ***	\$75/hour**	\$50/hour**
Object Collection	\$75/hour**	\$50/hour**

* Verified by certificate of exemption, membership card, or student ID card.

**This fee will be charged if a work must be retrieved from storage or installation, or if an object from the Photo Archive requires more complicated photography preparation.

***Manuscript photography will always include watermarks, unless [permission to publish](#) is also conveyed at the time of purchase.

NOTE: NHS reserves the right to exclude materials from digitization for any reason.

- **Publication rights must be obtained separately; see following page for details.**
- Search fee: First half hour pro bono, then \$75.00 per hour pre-paid. This applies to all commercial requests.
- Rush fee: Every effort will be made to fill orders in a timely manner. Most orders can be filled within two weeks of confirmation. In order to meet unusual deadlines, a rush fee of 50% may be added.
- Research appointments are required to view all NHS Collection materials.
- Please note that all reproductions are for personal/study use only. They may not be donated or deposited in other libraries or archives, or made available to other researchers without the written permission of the Newport Historical Society.

Use Fees for Publication (Licensing Fees)

*All fees are **per image** for one-time, non-exclusive use.*

Books

Books include all non-textbook publications, whether edited or single-author works, published by non-profit, University, or commercial presses. Right to reproduce the image in both the electronic and print edition of the work are included in all book licenses.

Print Run	Commercial	Non-Profit/Member
Up to 5,000 copies	\$75	\$35
5,000-20,000	\$100	\$50
Over 20,000	\$125	\$75

Electronic and On-demand publications

Includes print-on-demand publications and e-books and e-journals with no planned print run, as well as documents in any e-reader format (PDF, MOBI, EPUB) made available for download either for a per-unit price or free of charge. For use of NHS images on the Web or other Internet-based context, please see Website/Online use below.

	Commercial	Non-Profit/Member
	\$50	\$25

Periodicals (Journals, magazines, and newsletters)

Rights to reproduce the image in both the electronic and print edition of the work are included in all journal/magazine/newsletter licenses

Print Run	Commercial	Non-Profit/Member
Up to 5,000	\$30	\$20
5,000 to 20,000	\$50	\$30
Over 20,000	\$75	\$50

Textbook

	Print Only	Print/E-book
	\$50	\$100

Cover Art

Add 50% of licensing fee to total cost.

Ephemera

Ephemera include posters, brochures, pamphlets, handouts, and other print materials of a less permanent nature than monographs, journals, magazines, or newsletters.

Print Run	Commercial	Non-profit/Member
Up to 2,000	\$25	\$0
2,000-20,000	\$50	\$35
Over 20,000	\$100	\$50

Exhibition

Permission for image use applies to all uses within the exhibition and in material produced for the exhibition, including catalogs, websites, marketing, educational materials, and publications.

Permission to use the image for retail items (with the exception of published catalogs), in future exhibitions, or for unrelated projects requires a separate use permission request.

	Commercial	Non-Profit/Member
	\$50	\$25

Advertising

Use of Newport Historical Society materials in commercial and non-profit advertising is licensed on a case-by-case basis. Depending on the nature of the project, a fee will be negotiated within the following ranges:

Commercial, Non-profit

	Commercial	Non-Profit/Member
	\$50-\$400	\$25-\$200

Website/Online

This licensing category is used for Web-accessible (non-subscription) databases, social networking sites, personal and professional Web pages, institutional Websites, and any other online platform *excluding* online textbook components, Web video, and downloadable e-books and/or PDFs which have their own licensing categories.

Note that the use of images from the NHS website on other non-subscription (freely accessible) websites and in social media contexts does not require formal licensing, provided the credit line "Collection of the Newport Historical Society" is used and the user links back to the image on the NHS website. See Exempt Categories below.

	Commercial	Non-Profit/Member
	\$50	\$25

Film and Television

This licensing category is used for any audio-visual production which will be produced and disseminated via public showings, online, broadcast television, or DVD/video sales.

The Newport Historical Society grants television and film producers the following rights when licensing images: Worldwide broadcast standard and non-standard television, audio-visual DVD/Home video, and Internet, excluding packaging and advertising, for the life of the project.

If packaging and advertising rights are desired, Cover art and/or Advertising fees may apply.

	Commercial	Non-Profit
	\$100	\$50

Audio Digitization

This category is for the digitization of our oral history cassette tapes. Because of the condition of the tapes, they cannot be accessed unless digitized. The cost is priced per hour of audio.

	Commercial	Non-Profit/Members
Cost per hour	\$50	\$25

Exempt Categories

Below is a list of exemptions for licensing fees for the use of NHS images. All images must have the credit line "Collection of the Newport Historical Society."

- *Theses, dissertations, and other academic assignments that will not be widely distributed*
- *PowerPoint presentations, slideshows, & lectures*
- *Artist's rendering/reference*
- *Approved press requests. All press requests should be made through the Executive Director/Marketing Associate.*
- *Use of images from the NHS website on freely accessible (non-subscription) webpages and in the social media environment (blogs, Twitter, Facebook, etc.)*