

**W B & M H Chung Library &  
Leonard G McCann Archives  
FEE SCHEDULE FOR REPRODUCTION SERVICES**



**PHOTOGRAPHIC PRINTS**

- Photograph License Agreement form must be completed and approved
- before an order will be processed
- prepayment of fees is required
- reproduction of a print or negative can take up to 2 weeks for processing
- custom orders (including cropping) may cost extra

Size	Cost	Size	Cost
4 x 6	\$12	11 x 14	\$25
5 x 7	\$15	16 x 20	\$45
8 x 10	\$20		

**SCANNING**

- Scan photograph and email to researcher (up to 5 images) \$12
- Scan photograph and save to CD for researcher (up to 5 images) \$15
- Scan and send additional 6-10 images \$ 5

**ARTIFACT PHOTOGRAPHY**

- Digital photograph(s) of artifact by Curator \$25 per artifact  
Documentation image only, low resolution

**PHOTOCOPIES**

Photocopies for Library or Archival reference requests \$0.25 per page

**RUSH CHARGES**

Subject to availability 100% surcharge

**PUBLICATIONS AND COMMERCIAL USE FEES**

*PLEASE NOTE THAT THESE FEES ARE IN ADDITION TO PRINT COSTS*

- Publications (magazine, newsletter, report, book, CD-Rom, or website) \$20 per image
- Commercial use (brochures, calendars, documentary films or display) \$20 per image
- Non-profit or media no charge

**MAIL ORDERS**

- Postage and handling for Lower Mainland/BC \$ 5\*
- Postage and handling for USA/abroad \$10\*

*\*Prices may vary based on volume of larger reference requests*

**TAXES**

PST (7%) and GST (6%) applies on all purchases made at the Museum whether the purchaser is a BC/Canadian resident or not. Taxes are payable on user fees outlined above.

**PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE**

*Approved Nov.2007/LG*