

BMI Research, Rights, and Reproduction Fees

Research appointments are available Mondays and Wednesdays **by appointment only** during museum operating hours. Please contact archives@thebmi.org or 410-727-4808 ext. 112 for an appointment.

The BMI accepts all major credit cards. *Please Note: All prices below are subject to change without prior notification. Proof of Non-Profit status required.* Any duplication of an archival item not covered in this fee schedule will be handled on a case by case basis.

RESEARCH

Access Fee is \$12.00 per visit. This fee includes museum admission if your visit occurs during museum operating hours. Access fees are waived for active BMI Members and/or Donors.

Research Inquiries

There is a \$20.00 per hour fee (one hour minimum) for specialized research or consultation. Research fees apply whether or not any relevant information is found. This fee also applies to material pulled to complete urgent, time-sensitive, or customized digitization requests. **General inquiries about our holdings and ready-reference questions will be answered without charge.** Turnaround time may take up to six weeks.

Pull Fee

A \$30 per hour retrieval fee (one hour minimum charge) applies to on-site research visits requiring multiple large pulls of stored artifacts or archival records. Researchers will be notified when fees apply.

USE FEES FOR PUBLICATION AND BROADCAST

License Fee	Regular Fee	Non-Profit/Senior/Student/Member/Donor
Photographs, documents, drawings, film, video, audio	\$50.00 first item \$25.00 each additional item	\$25.00 per item
Certification/accreditation fee (notary services not provided)	\$15.00 per accreditation/record	\$10.00 per accreditation/record

Use fees for publication are in addition to any duplication fees incurred. Fee covers a one-time use fee of the image in a specified project and does not in any way signify the transfer of copyright or grant permission for unrestricted reproduction of the image. The BMI does not claim to hold the copyright to all of the images in its collection. It is up to the individual user of the image to clear all copyright issues before using the image. All photographs used for exhibition or publication must carry the following credit line: "Courtesy of the Baltimore Museum of Industry." BMI requests, for use in our library only, two copies of any book or film produced using material from the BMI collections.

RIGHTS & REPRODUCTION SCHEDULE

All scans are performed at 300dpi but can be upgraded to 600dpi or higher for an additional \$10 per image. Images are scanned in the digital format of your choice (TIFF, JPG, or PDF).

Digitization Rates	Regular Fee	Non-Profit/Senior/Student/Member/Donor
8.5 x 11 paper document (PDF)	\$15.00 / scan (PDF)	\$10.00 / scan (PDF)
8.5 x 14 photo print or negative – black/white or color	\$20.00 / scan	\$15.00 / scan

11 x 17 print or document	\$25.00 / scan	\$20.00 / scan
Oversize material (anything over 11x17)	Digitization performed by outside vendor.	Digitization performed by outside vendor.
Oversize vendor handling/transfer fee – paper or photo to digital	\$10.00 per item plus vendor’s fees	No transfer/handling charge (donor pays vendor’s fees directly)
Paper Reproductions	Regular Fee	Non-Profit/Senior/Student/Member/Donor
Paper to paper photocopies	\$0.50 / page	\$0.50 / page
11 x 17 print or document	\$1.00 / page	\$1.00 / page
Oversize material (anything over 11x17)	Oversize reproductions performed by outside vendor.	Oversize reproductions performed by outside vendor.
Oversize vendor handling/transfer fee – paper to paper	\$20.00 per item plus vendor’s fees	\$10.00 per item plus vendor’s fees
Postal mailing of documents	\$10.00	\$10.00
Film, Tape, and Audio Duplication Rates	Regular Fee	Non-Profit/Senior/Student/Member/Donor
Reproduction by an outside vendor	Contact us for info.	Contact us for info.
Archival vendor transfer/handling fee – audiovisual	\$20.00 per item plus vendor’s fees	\$10.00 per item plus vendor’s fees

FILMING AND PHOTOGRAPHY OF EXHIBITS AND ARTIFACTS

Photography of Collections or Exhibits	For-Profit	Non-Profit/Senior/Student/Member/Donor
Site use fee requiring exclusive use	\$1000 up to four hours \$2000 for four to eight hours \$50 per hour beyond 8 hours in one day. Deposit required for non-members.	\$500 up to four hours \$1000 for four to eight hours \$50 per hour beyond 8 hours in one day. Deposit required for non-members.
Site use fee requiring non-exclusive use	\$100	\$50
Collections use in film or publications	Curatorial charges will be assessed at the rate of \$25 per hour, per person, for artifact retrieval, preparation and preservation while in use. Curatorial staff has the final decision in how artifacts are used.	Curatorial charges will be assessed at the rate of \$25 per hour, per person, for artifact retrieval, preparation and preservation while in use. Curatorial staff has the final decision in how artifacts are used.
Professional staff fee	\$25 per hour, per person for BMI staff involved in production; \$50 per staff as required beyond 8 hours in one day.	\$25 per hour, per person for BMI staff involved in production; \$50 per staff as required beyond 8 hours in one day.