

BMI Research, Rights, and Reproduction Fees

Research is **by appointment** only; contact archives@thebmi.org or 410.727.4808x112. The research center accepts payment by **credit card only**. *BMI members receive free access to research center and 10% discount on paper copies or 350dpi document/photo scans.*

RESEARCH POLICIES AND FEES

Access Fee (waived for active BMI members)	\$15.00 per visit
Research Inquiries	\$40 per hour (one hour minimum)

- Fee applies for urgent research or consultation services or research performed by BMI staff on your behalf. Research fees apply whether or not any relevant information is found.
- Also applies to research visits requiring multiple or ongoing large pulls of material, and/or retrieval of items stored off-site.
- **General inquiries about our holdings and ready-reference questions will be answered without charge.**

REPRODUCTION FEES

Paper document PDF Scan	\$20 per record
Photo print or negative (JPEG or TIFF at 350dpi)	\$20 per image
High resolution photo, print, or document scan (400dpi-1200dpi max)	\$30 per record
Delivery via email or FTP, Google Drive, WeTransfer, etc.	No charge
Scan to flash drive (researcher must provide flash drive)	\$20 per drive
Paper photocopies	\$1 per page
Shipping fee for paper documents, DVDs, CDs, flash drives, etc.	\$10 flat rate
VHS to DVD or MP4	\$40 per hour of tape
Transport of audiovisual or oversize records to off-site digitization vendor	\$20 delivery and \$20 pick-up

Reproduction of **audiovisual or oversize items** is performed by an outside vendor. If the material has not been previously digitized, the researcher must also cover the cost of a standard quality digital reference copy for BMI’s archives. Due to unique climate and handling requirements, **transport fees apply** for delivery and pick-up of items handled by off-site vendors.

PUBLICATION AND BROADCAST USE FEES

License Fee for use in printed publications, broadcast, or film distribution	\$50 per reproduction
Certified copies (can be used for legal purpose in lieu of the original record)	\$20 per certification

- Use fees are **in addition to** any duplication fees incurred and apply to all media types (film, photo, document).
- Fee covers one-time use 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 items 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.”**
- The BMI requests, for use in our library only, two copies of any book or film produced using material from the BMI collections.

FILMING AND PHOTOGRAPHY OF EXHIBITS AND OBJECT COLLECTIONS

Filming or photography of exhibits 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.)

Filming or photography of exhibits requiring non-exclusive use

\$100 per day

Photography of individual collection objects

\$25 per hour (includes artifact retrieval, preparation and preservation while in use.)

Professional staff fee

\$25 per hour for each staff person involved in production or retrieval; **\$50 per hour, per staff person** as required beyond 8 hours in one day.

Curatorial staff has the final decision on how artifacts are used.