

Policy for reproducing photographs at HRHS

Reproduction Plan

Individuals and organizations must request photos through the reproduction application and agree to the policies HRHS has established.

Fees: We request payment at the time of application (See application form)

Photodatabase

- The photodatabase is currently located in the genealogy library and will contain over 3,000 searchable images from the photo collection.
- Researchers are required to pay the genealogy library fee
 - \$5.00 for nonmembers
 - Free for members
- Database copies on printer will be made available at 25c per print for members and 50c per print for nonmembers.
- A 30 minute time limit is required for researchers if others are waiting. Computers may be reserved in advance.

Handling

Physical access to photographs is limited to employees and volunteers of the historical society who have a legitimate need to access the photos. Contact a staff member if access is desired.