

## **Kegley Library Photograph Reproduction**

Kegley Library researchers may procure copies of photographs in the catalogued collections including the F. B. Kegley, W. R. Chitwood, Mary B. Kegley, and manuscript collections using the methods outlined below. The reproduction rights form and if applicable, the publication rights form, must be read and signed by researchers before reproduction.

Kegley staff will not reproduce images owned by other repositories; researchers must contact these libraries or museums directly for reproduction and publication rights.

Publication use fees will be charged for commercial use of images. Non-profit groups will not be charged a publication use fee.

### **Fees for reproduction of photographs**

Researchers may procure copies of photographs the following method:

Staff will scan photograph and email to researcher. Photographs will be scanned at 300 dpi and saved to a JPEG format unless other format is requested by researcher.

FEE – \$10 1st photograph; \$5.00 each additional photograph

### **Fees for publication use**

For profit (commercial) patrons will be charged a publication fee of \$25 per image.

**All funds received will be deposited into the Kegley Library fund maintained by the WCC Educational Foundation. Please make checks payable to WCC Educational Foundation.**