

**COLUMBIA COUNTY HISTORICAL & GENEALOGICAL SOCIETY**

225 Market Street, P. O. Box 360, Bloomsburg, Pennsylvania 17815

Go to the "Contact Us" page and click on Jean Groner if you have a question about photographs.

**REQUEST FOR PURCHASE OF PHOTOGRAPHS & REPRODUCTION RIGHTS**

Name: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Date: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-Mail: \_\_\_\_\_  I am a member of the Society.

**(Please read the Society photograph policy.)**

I have read the Society's photograph policy and agree to use the photographs as stated.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**SELECT APPROPRIATE CATEGORY OF INTENDED USE OF THE REQUESTED PHOTO**

\_\_\_\_\_ Personal Use Only \_\_\_\_\_ Publication  
\_\_\_\_\_ Commercial \_\_\_\_\_ Public Presentation

Please describe your intended use of the photograph(s) and any special instructions. \_\_\_\_\_

Photo Number	Brief Description of the Photograph
_____	_____
_____	_____
_____	_____

(If additional lines are needed, please use the second sheet to this form.)

**PHOTOGRAPH USE FEE SCHEDULES**

Intended Use	B&White/Color	B&White/Color	Xerox B&W
Check appropriate box	8 x 10 size	9 x 15 size	8½ x 11 sheet
<input type="checkbox"/> Personal Use Rights / <b>circle choice</b> →	\$15.00 per copy	\$20.00 per copy	\$1.00 per copy
<input type="checkbox"/> Commercial Use Rights	\$25.00 per copy		
<input type="checkbox"/> Publication Use Rights	\$25.00 per copy		
<input type="checkbox"/> Public Presentation Use Rights	\$15.00 per copy		

No. of photos \_\_\_\_\_ Cost of photographs \_\_\_\_\_

Less CCHGS members 30% discount for cost of photos for Personal Use only \_\_\_\_\_

Sub-total of charges \_\_\_\_\_

Add PA Sales Tax 6% if a Pennsylvania resident \_\_\_\_\_

Add mailing and handling costs for "priority mail" \_\_\_\_\_ **\$6.00**

Sub-total of charges \_\_\_\_\_

Less discount of 20% for orders of \$100 or more (see **discount notice** at bottom of sheet) \_\_\_\_\_

**TOTAL COST:** \_\_\_\_\_

**Prepayment must accompany your photograph order.**

**Discount Notice:** If a request for photos comes to \$100 in each or a combination of these categories, Commercial, Publication, and Public Presentations, a 20% discount is offered. It applies only to the cost of photos.

