



PHOTOGRAPHIC SERVICES ORDER FORM

Old Salem Museums & Gardens
Photographic Services Office
924 South Main Street
Winston-Salem, NC 27101
336.721.7360 • 336.721.7367 (fax)

Please provide information and read and sign the purchasing agreement. Return one copy with payment; keep one copy for your records. Payment is due at time of order. Allow four to six weeks for completion of order.

Permission must be requested to reproduce images in any form.

Contact:

Name: _____

Name of Organization: _____

Address: _____

Phone: _____

Email: _____

Pricing:

Digital Images

- Existing digital image.....\$10.00 (per image)
- Scan photograph/transparency\$20.00 (per image)

Photograph (8x10 B&W glossy print)

- Negative available\$30.00 (per image)
- Made to order (photographer’s fee).....\$120.00 (per image)

Transparency (4X5 color [not available for all images] / three-month rental)

- Transparency available\$60.00 (per image)
- Made to order (photographer’s fee).....\$120.00 (per image)
- Each additional month past rental due date\$20.00 (per image)
- Replacement or damage fee.....\$200.00 (per image)

Reproduction Fee

- For each one-time use of image (internal).....\$50.00 (per image)
- For each one-time use of image (cover)\$300.00 (per image)
- For use of the image in video.....\$100.00 (per image)

