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Summary of Fees

Research: \$30/hour (First ½ hour free)
B&W Photocopies: .20 cents/page
Color Photocopies: .30 cents/page
Image Reproduction: Varies, see staff

RESEARCH REQUEST

Date of Request: _____

Name: _____

Address: _____

Phone Number: _____ E-mail: _____

Request information will be used for:

___ Personal Research

___ Academic Research

___ Publication

___ Public Display/Exhibition/Web: _____

___ Other: _____

RESEARCH REQUEST

Please indicate the information that you are seeking in the space provided below. Please provide as much detail as possible (ie: names, dates, places, etc.) to help us with your search.

Have you had research done with Coos History Museum before? _____

Are you requesting photographs, information, or both? _____

For all categories *other than Personal Research*, please explain exactly how the request information will be used:

CONDITIONS

The Coos History Museum receives many requests for information. Please allow 2 to 4 weeks for a detailed response to the inquiry. Research Requests are completed in the order that they are received.

Research Fees

The first 30 minutes of research is provided free by the Coos History Museum. After 30 minutes has been completed you will be contacted to determine if you wish to have additional research done. For each additional hour of research requested, a non-refundable fee of \$30 per hour will be charged. The resulting research will be provided once payment is received.

Photocopies

The Coos History Museum charges .20 cents per page for black and white photocopies and .30 cents per page for color photocopies of information from our research library. Photocopies of materials holding copyright will not be made.

Photograph Reproductions

The Coos History Museum can provide digital images of many of the photographs and images in our collection for a fee. Please contact a staff member for details on fees and museum crediting.

Use for Publication

Upon publication, two copies of the work in which the Society's photographs, images, transcripts, documents, or other archival materials have been used shall be furnished to the Society, at no cost to the Society, for our reference and institutional archive. Coos History Museum must be sent to the copies within 3 months of the publication date.

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