DUPLICATION AND USE FEES

Shaker Village of Pleasant Hill Collections and Archives

Research Fees

Research inquiries requiring more than 1 hour of staff research will be subject to a pro-rated charge of $25.00 per hour, plus duplication fees.

Expedited research services may be requested for a fee of $35, in addition to the pro-rated $25 hourly rate and any duplication fees.

Duplication requests are subject to standards fees (listed above).

Duplication Fees

Photocopy/PDF Scan *$0.25 per copy/scan*
Oversized photocopy/ PDF Scan *$0.50 per copy/scan*
Photographic Prints *Price varies depending on desired work. Please contact Archivist for details.*
Digital Image Files *Price varies depending on desired work. Please contact Archivist for details.*

Use Fees

Educational Use (K-12, undergraduate and graduate students; classroom use) *No charge*
Personal Use (personal research) *$15.00 per item*
Display and Exhibit Use* *$25.00 per item*
Publication Use* *$50.00 per item*
Commercial Use* *$100.00 per item*

*One-time use only

Delivery Fees

Mailing Fee *Cost of Shipping*
Digital Delivery *No charge*

Billing and Payment

To expedite services, exact change in cash or check is required for on-site requests. Invoices will be accommodated for museum professionals and institutions.

Price Quote

When a Permission to Publish Application and/or a Duplication Services Request Form is received, you will receive an email with a price quote from our staff. For researchers who prefer to pay by check or money order, pre-payment is required. Once a price quote has been obtained, prepayment can be sent to Shaker Village of Pleasant Hill, ATTN: Accounting, 3501 Lexington Road, Harrodsburg KY 40330.

Once payment has been received, please allow five business days for requests to be processed. Email confirmation of receipt of payment will be sent.

Right of Refusal

We reserve the right to prohibit or restrict the duplication of items in our collection due to the physical, legal, or contractual conditions of the material.