

# Buffalo Bill Museum and Grave

---

## Photo Order Terms of Agreement

The low-resolution images presented on this website are available as free copy/paste files for all researchers. These are intended for personal and scholarly purposes only. Individuals seeking commercial-quality, high-resolution images are required to order these through the Museum and pay any subsequent processing and use fees.

High-resolution digital copies of images from the Buffalo Bill Museum and Grave's photograph collection are available, unless restricted, for a fee based on the intended use of the photograph. Purchase/Use is subject to the following conditions:

1. Permission for reproduction is granted for one-time use only and does not apply to future reproductions or publications. Such subsequent use requires written permission and may require payment of additional fees.
2. All reproduced photos must be credited as follows: "Buffalo Bill Museum and Grave, Lookout Mountain, Golden, Colorado." When known, proper credit must also be given to the photographer.
  - a. With printed material it is preferred that the credit line appears on the same or facing page of the photograph or with "Sources of Photographs" appendix. Each individual item must be credited.
  - b. With exhibitions, credit must be shown below the photograph or as part of the label copy in the exhibit area.
  - c. For film and/or video productions acknowledgement must be given as part of film credits.
3. Photographs of any of the materials in the collections of the Buffalo Bill Museum and Grave that will be used for any form of publication must be obtained from the Museum along with written permission from the Museum to use said photographs.
4. Commercial use of photographs is subject to additional fees and requires the written permission of the Buffalo Bill Museum and Grave. Permission for resale of images requires special permission and is done on a contractual basis.
5. Responsibility for copyright compliance is assumed by the user.
6. The Buffalo Bill Museum and Grave reserves the right to limit the number of photographic copies; to restrict the use or reproduction of rare or valuable material; to ensure the reproductions and intended use are in good taste; and to make special quotations on materials involving unusual difficulty in copying.
7. A complimentary copy of any published work using a Museum photograph should be provided to the Buffalo Bill Museum and Grave.
8. Photographic images may not be altered in any way other than size without written permission from the Buffalo Bill Museum and Grave.

## Fee Schedule

### Processing

High Resolution digital images (.tif):	\$10.00 per image
CD (if needed)*:	\$2 per CD (up to 25 images per CD)
Postage and Handling: Within Continental US	\$5.00 per CD

\* When file size allows, orders of 10 images or fewer will be emailed unless otherwise requested.

### Use Fees

In addition to processing fees, additional use fees may apply. Please review the list below and select any additional fees based on your intended use.

- A. Personal (one-time reproduction for home/office display, research paper, etc) *No fee*
- B. Fee per photograph for books, serials, newsletters, magazines, etc.
- |                    |                |
|--------------------|----------------|
| 1 - 5,000 copies   | \$10.00/image  |
| 5001 to 10,000     | \$30.00/image  |
| 10,001, to 25,000  | \$50.00 /image |
| Over 25,000 copies | \$100.00/image |
- C. Fee per photograph for film, video, television, etc.
- |  |            |
|--|------------|
| 1 – 2 images   | \$50/image |
| 3 - 20 images  | \$25/image |
| 20+ ... please contact the Museum Director for quote |            |
- D. Fee per photograph for other commercial purposes (posters, postcards, note cards, clothing, etc.)  
... please contact Museum Director.
- E. Use in static exhibits or displays: \$25/image

*Payment is due prior to delivery of any graphic image. All payments must be in U.S. Dollars written on a US bank. Digital images will be sent upon receipt of cash, money order, traveler's check, personal or business checks (please make checks payable to "Manager of Finance.")*

# Digital Image Order Form

Please complete this form, print, and mail with payment to:  
Buffalo Bill Museum and Grave  
987 ½ Lookout Mountain Road  
Golden, CO 80401

Name \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

City/St/Zip \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_

Email \_\_\_\_\_

I have read and agree to the Terms of Agreement \_\_\_\_\_  
(signature/date)

List catalog number and brief description for each item (attach a second sheet if needed)

Number	Description
_____	_____
_____	_____
_____	_____

### Check the intended use for these items.

\_\_\_ Personal (one-time reproduction for home/office display, research paper, etc) *No fee*

\_\_\_ Books, serials, newsletters, magazines, etc

\_\_\_ Film, video, television, etc

\_\_\_ Commercial purposes

\_\_\_ Static exhibits or displays:

\_\_\_\_\_ Items @ \_\_\_\_\_ per item (consult fee schedule): \_\_\_\_\_

### Processing:

\_\_\_ Images @ \$10.00 = \_\_\_\_\_

\_\_\_ CD (if needed) @ \$2.00 = \_\_\_\_\_

\_\_\_ Shipping/Handling @ \$5.00 \_\_\_\_\_

Total Amount Due: \_\_\_\_\_

Please make checks payable to Manager of Finance

Thank you for your order! Please allow up to two weeks for delivery.