



311 Peruvian Avenue, Palm Beach, Florida 33480

## **PERMISSION FOR ONE-TIME USE OF IMAGES**

The Preservation Foundation of Palm Beach [“the Foundation”] is a private, non-profit organization serving its members and the general public. A per-image use fee is charged for any one-time use of the Foundation’s images. These uses include educational, editorial, or commercial use. An additional fee is charged for recurring use in a different context.

The Foundation makes no representation of exclusive ownership of rights to images in its archive collections. The granting of permission does not absolve users from securing permission from copyright owners. The patron assumes all responsibility for issues of copyright, trademark, and invasion of privacy that may arise in the copying or use of images. The patron agrees to indemnify and hold harmless the Foundation from all claims of any nature arising under this agreement, including any action involving infringement of the rights of any person, heir, or descendent under statutory copyright.

All requests to publish, exhibit, or redistribute photographs reproduced from our collections must be submitted in writing to the Vice President in advance of publication. The Foundation reserves the right to extend or withhold permission to publish reproductions of its physical property. Application is for use only in the medium stated by the user at the time of the request. Requests for reuse or changes in use must also be submitted in writing to the Archivist.

All materials provided by the Preservation Foundation of Palm Beach remain the property of the Foundation. In authorizing the use of an image, the Foundation does not surrender its own right to use it or to grant permission to others to do so. Additionally, the interest of the Foundation is to protect the integrity of the original image. Image manipulation or alteration may not occur without specific permission.

The Foundation requires that any authorized publication, exhibition, or redistribution of reproductions of its images be accompanied by a proper citation to its source. For online use, the credit line must be linked to the website <http://www.palmbeachpreservation.org>. The Foundation reserves the right to require an electronic watermark within the scanned file.

One complimentary copy of each article, publication, video production, or other product in which the image appears must be provided to the Foundation. Reproduction costs and commercial use fees are to be paid in advance whether or not the image is used in the final product.

**The credit line must be included as specified for each image:  
*Courtesy of Preservation Foundation of Palm Beach Archives.***

## **FEES FOR ONE-TIME USE OF IMAGES**

**PRICES EFFECTIVE JULY 2024**

**Reproduction images** (hi-resolution .TIFF or .JPG file)

Includes historic photographs, newspaper clippings, architectural drawings, maps, postcards, or other archive materials.

**Educational Use:** Includes independent research, scholarly publications, public use in classrooms, as well as personal or in-home use.

**No fee**

**Editorial Use:** Includes print and digital books, periodicals, magazines, video productions, and other published works.

**Non-profit organizations: \$25 per image**

**Commercial: \$50 per image**

**Commercial Use:** Includes any for-profit or advertising use, including online use on websites or social media, public display, or exhibits.

**Non-profit organization: \$50 per image**

**Commercial use: \$100 per image**

\*\*\* An additional fee may be added for outsourced scans \*\*\*

**All prices are subject to change without notice.**

**Purpose of Image/Video Reproduction:**

- |                                                 |                                                   |
|-------------------------------------------------|---------------------------------------------------|
| <input type="checkbox"/> Book                   | <input type="checkbox"/> Social Media             |
| <input type="checkbox"/> Periodical             | <input type="checkbox"/> Advertising/Marketing/PR |
| <input type="checkbox"/> Magazine               | <input type="checkbox"/> Commercial Display       |
| <input type="checkbox"/> Newspaper              | <input type="checkbox"/> Lecture                  |
| <input type="checkbox"/> Thesis/Scholarly Paper | <input type="checkbox"/> Film/Video               |
| <input type="checkbox"/> Exhibit                | <input type="checkbox"/> Other _____              |

Please provide a detailed description of the proposed use of the image/images.

Author/Producer: \_\_\_\_\_

Title: \_\_\_\_\_

Publisher: \_\_\_\_\_

List of Requested Images: \_\_\_\_\_

---

---

---

---

Please make checks payable to: *Preservation Foundation of Palm Beach* or enter Credit Card information below:

NAME ON CARD \_\_\_\_\_

CREDIT CARD # \_\_\_\_\_

EXPIRATION DATE \_\_\_\_\_

CVC \_\_\_\_\_

BILLING ADDRESS \_\_\_\_\_

---

## ONE-TIME USE OF IMAGES AGREEMENT

I, the patron, assume all responsibility for abiding by all statutory trademark and copyright laws that may be involved in the use of this material.

I have read and agree to abide by the above-specified conditions and agree to pay the intellectual property and reproduction fees at the time of my request. I understand that permission for reproduction is limited to the patron and is non-transferable. I agree to pay any fees assessed for any materials returned in damaged condition.

I understand that the views and opinions expressed in any material I produce do not necessarily represent the views or policies of the Preservation Foundation of Palm Beach and agree not to present them as such. I understand that all representations or interpretations of fact or opinion are solely those of the author(s) and that the Preservation Foundation of Palm Beach has not approved, authorized, or otherwise endorsed any such work I may produce.

**Patron/Organization**\_\_\_\_\_

**Telephone** \_\_\_\_\_ **Email** \_\_\_\_\_

**Patron's Signature** \_\_\_\_\_ **Date** \_\_/\_\_/\_\_

**Archivist's Signature** \_\_\_\_\_ **Date** \_\_/\_\_/\_\_