



The College of Physicians of Philadelphia

BIRTHPLACE OF AMERICAN MEDICINESM

Image Reproduction Fee Schedule

Images of most Museum and Library collection items may be obtained. The College of Physicians of Philadelphia (the “College”) reserves the right to refuse requests for images.

The College charges fees for staff time, and to support the preservation and maintenance of its collections.

Note: The ordering and purchasing of images from the College is for *personal study and use only* and does **not** convey any other usage or publication rights. Please review the College’s *Image Publication Fee Schedule* for information regarding fees for publication and other usage.

Image Fees

- All prices are *per image* and fees are subject to change without notice.*
- Please allow *four (4) weeks* for the evaluation and processing of all image requests.
- Delivery of digital content will be made through a shared Dropbox.
- If necessary, the College will contact the requester to clarify any other requirements and/or delivery expectations.
- Upon receipt and approval of the request, an invoice will be sent to the requester for payment and signature.
- Depending upon the nature of the requested use, the College may also require the use of a separate written agreement.
- Note: *College Fellows receive a 50% discount on all Imaging Fees.*

****Prices do not include any fees for digital scanning or original photography that may be required to produce requested images.***

Digital Copies of Existing Images:

Study Quality Digital Image (300 dpi, or less, jpg)	\$25.00
Higher Quality Digital Image (600 dpi, or greater, tif)	\$35.00

Digital Scanning and/or Original Photography

- The College's Library and Museum collections contain items that have not yet been digitally scanned or photographed.
- The Imaging Department will provide a quote for all necessary digital scanning and/or original photography of College collection materials.
- Fees are based upon the staff time and resources required to produce the requested image(s). Staff time will be included in all pricing.
- There is a \$200.00 rush fee for requests needed in fewer than two (2) weeks.
- For any unusual image requests, the College may require a down payment.

Ordering

To order images, please contact:

Imaging Department
The College of Physicians of Philadelphia
imaging@collegeofphysicians.org
215.399.2303

Payment

All orders must be prepaid:

Checks may be made out to: The College of Physicians of Philadelphia.