University of Central Florida

STARS

Recommended Citation

Price Schedule Form

Special Collections & University Archives Department

University of Central Florida Libraries

Name:_____ Date:_____

Mailing Address:_____

_____

Phone:_____ Email:_____

Photocopies			
Onsite requests:	$0.25 per page (full service)	Number of pages:	**TOTAL**:_____
Offsite requests:	$0.50 per page ($10 minimum)	Number of pages:_____	**TOTAL:**_____

Photo Prints		
• 4"x5": $8.00	Number of photos:_____	Subtotal:_____
• 5"x7": $9.00	Number of photos:_____	Subtotal:_____
• 8"x10": $10.00	Number of photos: _____	Subtotal:_____
• 11"x14": $17.00	Number of photos:_____	Subtotal:_____
• 16"x20": $32.00	Number of photos:_____	Subtotal:_____
Please note: if creation of a print involves first creating a scan or photograph, there will be an additional $5.00 scanning/photography fee per image.		**TOTAL**:_____

Slide Reproduction		
$20.00 1st five, $2.50 per image thereafter	Number of slides:_____	**TOTAL**: _____

Digital Images		
$10.00 per image at 72dpi *Add $2 for any image over 72dpi Desired file format:_____*	Number of images:_____	Subtotal:_____
• CD $10.00 per disc	Number of disks:_____	Subtotal:_____
• DVD $15.00 per disc	Number of disks:_____	Subtotal:_____
Please note: if creation of a print involves first creating a scan or photograph, there will be an additional $5.00 scanning/photography fee per image.		**TOTAL**:_____

Digital Delivery		
• Low resolution reference scan $5.00 *Prices may vary depending on image size.*	Number of images:_____	Subtotal:_____
		TOTAL:_____

Audio & Video Reproduction		
• CD: $25.00	Number of CDs:_____	Subtotal:_____
• DVD: $25.00	Number of DVDs:_____	Subtotal:_____
• Tape: $25.00	Number of Tapes:_____	Subtotal:_____
• CD-ROM burning: *Includes the cost of the CD: $10.00 per CD*	Number of CD-ROMs:_____	Subtotal:_____
		TOTAL:_____

Shipping and Handling	
Onsite requests are negotiable. Charges may be required in cases involving large requests or rare, fragile, and oversize materials. Rush requests and special mailing instructions may require an additional $10 charge. **Offsite requests** require a $10 minimum. Additional charges may be required in cases involving large requests or rare, fragile and oversize materials. Rush requests and special mailing instructions may require an additional $10 charge.	***Processing and Delivery Instructions:*** _____ _____ _____ _____ _____

Use Fee

*Reproductions of UCF Special Collections & University Archives materials are subject to a per use image fee when approved for use in publishing, video production/film, exhibits, presentations, advertising, websites, or similar use. In addition, license fees may apply. In certain instances, use fees will be waived for UCF students, faculty and staff.

Scholarly publication use	$50.00 per image, non-profit $100.00 per image, commercial	Number of images:_____	**TOTAL**:_____
Exhibits and Displays	$15.00 per image, non-profit $75.00 per image, commercial	Number of images:_____	**TOTAL**:_____
Television, Film, Websites	$75.00 per image, non-profit $125.00 per image, commercial	Number of images:_____	**TOTAL**:_____
Advertising Use	$125.00 per image, non-profit $175.00 per image, commercial	Number of images:_____	**TOTAL**:_____

GRAND TOTAL

Photocopies TOTAL: _____

Photo Prints TOTAL: _____

Digital Images TOTAL: _____

Slide Reproduction TOTAL: _____

Print Publication Use TOTAL: _____

Delivery TOTAL: _____

GRAND TOTAL: _____

BILLING METHOD

❑ AMEX ❑ Discover

❑ M/C ❑ VISA ❑ Invoice

I have read and agree to the charges stated above:

_____   _____

Signature   Date