

Village Preservation
232 East 11th Street
New York, NY 10003
212.475.9585
Image Permissions Policy & Agreement
Revised August, 2023

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Credit for images from the Archives must be given in the following format, unless otherwise notified: Collection of Village Preservation.

Village Preservation Fee Schedule

Personal/Research Use only

Format low-res JPEG only - \$20; free for VP members or educational use by a non-profit or educational institution, subject to VP approval

Scholarly Journals, Nonprofit Newsletters, one-time, worldwide in print edition up to 100,000

Interior - \$45

Cover - \$95

Books, one-time in print edition

Per 3,000 Black & White

Interior - \$50

Cover - \$150

Per 3,000 Color

Interior - \$75

Cover - \$175

Website, Blog, Video Clip or Online Article (non-advertising, one time use only)

\$50 for distribution up to 10,000

\$150 for distribution up to 100,000

\$250 for distribution over 100,000

Exhibition Display, one-time in exhibition

Up to 1 year - \$75

Up to 5 years - \$150

Additional Internet - \$50

Advertisements: Brochures, Flyers, Sales Catalogs, Online Ads etc., one-time

Print: Interior - \$55, Cover - \$150, Online: \$100

Newspapers & Magazines one-time, editorial use only*

	¼ page	½ page	¾ page	full page	cover
Circulation under 150,000	\$100	\$150		\$200	\$300
Circulation over 150,000	\$200	\$250		\$300	\$350

*Does not include print ads or any other advertising. See advertisement rates above.

Documentaries, Television Broadcast, up to ten years. In perpetuity may be granted upon approval for an additional \$50

	Broadcast only	Broadcast, Streaming & all other Media
North America	\$150	\$200
Worldwide	\$175	\$250
Public Television, Worldwide	\$100	\$150

Non-Broadcast Video, Life of the Project

All uses - \$75

VP may provide fee waivers for nonprofit organizations, government agencies, or educational organizations, according to use and format.

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Image Permissions Order Form

Name: (Please Print) _____

Company/Agency/Organization: _____

Or

Non-Profit Name: _____ **EIN#:** _____

Address: _____

Phone Number: (____) _____

Email Address: _____

Collection images requested from: _____

Or

Accession Number: _____

Or

Description, Source, Creator: _____

Use of Images: _____

Title of Project: _____

Publisher/Company: (if applicable) _____

Images: B/W ____ Color ____ **Placement/Size:** ¼ page ____ ½ page ____ ¾ page ____ full ____ cover ____

Editions: First Run ____ Reuse ____ **Release Date:** _____ **Print Run:** _____

Territory: North America ____ Single Country ____ Worldwide ____

Total Fee: \$ _____

Format: JPEG _____ TIFF _____

Payment: Check/MO ____ Credit Card (link for secure payment will be emailed)) _____

Signature: _____ **Date** _____

The undersigned expressly agrees to the PERMISSIONS POLICY set forth by Village Preservation.

For Office Use Only

Date Received: _____ **Date Completed and Sent:** _____

Staff Initials: _____ **Fee Waived:** _____