## **Research and Information Services: Image Supply and Reproduction**

Service	Purpose	Supplier	Fee	Documentation
Self-service photography (onsite research appointments)	Non-commercial research and private study Researchers who are able to make onsite appointment	Researcher	Free to all	Self-Service Photography/Scan Request form
Scan on Demand (low- res* scans of material held offsite)	Non-commercial research and private study Remote access for those not able to visit physically	External supplier	Free to all	Self-Service Photography/Scan Request form
Onsite scanning (low- res* scans of material held onsite) of up to 20 images	Non-commercial research and private study Remote access for those not able to visit physically	R&IS team	Free to all	Self-Service Photography/Scan Request form
Onsite scanning/photography (high-res** scans/photographs of material held onsite) of up to 20 images	Reproduction/publication	R&IS team	Fees as per pricing schedule (25% member discount)	Heritage Collections Image Reproduction and Publication form
Specialist photography (low/high-res photographs)***	Reproduction/publication	External supplier	Fees as per pricing schedule (25% member discount)	Heritage Collections Image Reproduction and Publication form
Reproduction, adaptation or translation of RCOG guidelines and patient information	Commercial use/publication	Requestor	Fees as per pricing schedule (25% member discount)	Copyright request form

## For further information, please see our <u>Rights and Permissions Policy</u>

\* pdfs provided for research purposes and not for reproduction/publication.

\*\* 300dpi publication-quality jpegs/TIFFs.

\*\*\* Where the amount of material exceeds 20 images and/or where material can't be scanned or photographed onsite for reasons of conservation or format (such as audio-visual material and some historic formats).

## **Schedule of fees: Heritage Collections**

The RCOG reserves the right to adjust or waive these fees when circumstances require.

Use	Charge* per image		
Academic thesis / lecture / student dissertation	FREE where image exists / in-house photography £10.50 (jpeg only)		
Book/periodical – front cover (print run up to 1,000)	£105**		
Book/periodical – inside (print run up to 1,000)	£52.50		
Book/periodical – front cover (print run over 1,000)	£168		
Book/periodical – inside (print run over 1,000)	£115.50		
Website/downloadable PDF/online journals	£105		
Merchandise / promotional items	£210		
Stand-alone e-book – front cover	£105		
Stand-alone e-book – inside	£52.50		
E-book simultaneous to physical publication	£42		
Film/television/video inclusion (per static image)	£210		
Temporary exhibition	£63		
Permanent exhibition	£126		

## Schedule of fees: Other material

Use	Charge* per image/figure/excerpt of text		
Publication (print run up to 1,000)	£52.50		
Publication (print run over 1,000)	£115.50		
E-book simultaneous to physical publication	£42		
Stand-alone e-book	£105		
Paid-for website service or downloadable content	£157.50		
Online journal	£157.50		

\* Excluding VAT at 20%. Customers exempt from UK VAT will be required to provide evidence.

\*\* Charge for single country distribution only. Fees for worldwide distribution are 2x the figures shown above.