

Lane County Historical Museum

Reproduction Policy

In order to maintain the integrity of the archive and artifact collections and at the same time, provide the public with reasonable access, the Lane County Historical Museum restricts the reproduction of images from the collections subject to the following:

1. The Museum will not permit reproduction of a full text book or pamphlet, complete collections of manuscripts or graphics or complete runs of newspapers. However, in support of well defined scholarly research, and upon written request, the Museum Director may grant permission for a reproduction copy if the copy is returned to the Museum upon completion of the research. The cost of the reproduction will be the responsibility of the patron.
2. The Museum does not permit duplication of material if such action might entail possible violation of copyright laws.
3. The Museum reserves the right to refuse to copy any item which may be harmed by the reproduction process.
4. **Written permission must be obtained from the Museum Director to publish either original or photocopied material from the Museum's collections.**
5. In giving permission to copy or publish a manuscript, the Museum does not surrender its own right to give permission to others to print it; nor does the Museum assume any responsibility for infringement of copyright or of publication rights in the manuscript held by the writer, his heirs, executors or assigns. The users of material agree to indemnify the Museum if any action is brought because of misuse of the materials.
6. **Photo reproductions from the Museum's collection are for personal, publication, interior decoration or educational purposes and not for resale. Further reproductions must be from the Museum's collection and not from the reproduced copy. A copy of any publication containing images from the Museum's photograph collection is to be supplied to the Museum upon publication.**
7. The Museum reserves the right to refuse the use of the collection for uses that may violate the integrity of the Museum's stated purpose or the integrity of the collection.
8. Charges for copy photographs will reflect the current commercial price for reproduction plus a Museum handling charge. A current price list will be available for patrons. Oversize reproductions and other special reproduction procedures or processes may be permitted with consultation and approval of the Museum Director. Additional costs for these services will be charged to the patron.
9. **Any reproduction that is used as an illustration or in a display must bear a credit line adjacent to the print: "Courtesy of the Lane County Historical Museum".**
10. **Reproduction of photographs by patrons, except as specified in the Permission for Use agreements, will not be permitted, nor will collection negatives or prints be loaned.**
11. In exceptional circumstances or for joint ventures with the Museum, the Museum Director may grant on an individual basis a waiver or adjustment to use and reproduction fees.

NOTICE: WARNING CONCERNING COPYRIGHT RESTRICTIONS

The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted material. Under certain conditions specified in the law, libraries and archives are authorized to furnish a photocopy or other reproduction. One of these specified conditions is that the photocopy or reproduction is not to be "used for any purpose other than private study, scholarship, or research". If a user makes a request for or later uses, a photocopy or reproduction for purposes in excess of "fair use", that use may be liable for copyright infringement. This institution reserves the right to refuse to accept a copying order if, in its judgment, fulfillment of the order would involve violation of copyright law.

Effective 11-15-2012