

CRANBROOK

ARCHIVES



PO Box 801
 Bloomfield Hills, MI 48303
 248-645-3580 (office)
 248-645-3029 (fax)
www.cranbrookarchives.org

Digital Image Reproductions

Use	Fee	Deliverable
Students	Up to five (5) images no charge per year for academic research, non-published papers, and PowerPoint presentations. Theses, dissertations, and all forms of social media are considered published papers.	72-300 dpi
Non-student PowerPoint Presentation	\$10 per image	150-300 dpi
Print or electronic publications, exhibition use, and film/television use	\$45 non-profit \$95 commercial \$125 broadcast (television/film/video)	300 dpi (8x10 output)
Print or electronic publications, exhibition use, and film/television use	\$75 non-profit \$125 commercial \$150 broadcast (television/film/video) \$200 publication cover	600-1200 dpi
Website/Internet (must include link to Cranbrook Archives digital database)	\$25 non-profit \$50 commercial	72 dpi
Reuse (subsequent edition, medium, language or additional format)	\$25 non-profit \$50 commercial	N/A

PDF Digitization

Reproductions for reference use only.

Use	Fee	Deliverable
Reading Room Users (take the images with our iPad)	\$5.00 up to 25 pages/images	PDF
Archives Staff for remote requests	\$10.00 up to 25 pages/images	PDF

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Photographic Prints

Prints are reproduced by an external vendor. Please allow a minimum of one week turnaround time. A rush order is \$25. Photographs can be mailed for \$8 shipping and handling. Cranbrook Archives does not provide mat or framing services.

Print Size	Fee	Deliverable
5 x 7	\$25.00	With or without borders for framing
8 x 10	\$35.00	With or without borders for framing
11 x 14	\$45.00	With or without borders for framing
16 x 20	\$65.00	With or without borders for framing

Audio/Visual Reproductions

NOTE: If a request requires a first-time digital conversion of audio, video or film from a historic recording format OR reformatting from media that has already been converted to digital format, a careful examination by Cranbrook Archives staff will be undertaken before an agreement for digitization may take place. Many factors, including condition of the original material and additional costs determine digital conversion viability. AV materials are digitized by an external vendor.

Use	Fee	Deliverable
Non-profit excerpts	\$2.00 per second/\$150 minimum	Mp3, Mp4
Commercial excerpts	\$10.00 per second/\$250 minimum	Mp3, Mp4

If other formats are required, the requester will bear the burden of all fees associated with the digitization of the entire audio, video, or film. This may include shipping, reformatting, and storage media costs. Cranbrook Archives reserves the right to determine if the audio/visual material in our care can/should withstand digitization. Requester will sign permission to use agreement and pay required fees **prior to digitization.**