

Churchill County Museum & Archives
 1050 S. Maine Street, Fallon, NV 89406
 775.423.3677
photo@ccmuseum.org

Photo Order # _____

PHOTOGRAPH REPRODUCTION ORDER FORM

Date of Order: _____ Order taken by: _____ Date Completed: _____

Name: _____

Address: _____

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Phone: _____

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Signed _____ Date _____

CCMA charges a fee for customer photographic reproduction requests (see chart below)
 Fee is due at time of order. Allow three to four weeks for delivery. Extra charge for CD/disc and postage.

SCANNED IMAGES	
300 ppi standard	\$6.00ea
Membership Discount 50%	
Higher resolution scans available	
Images can be saved to disc or flash drive, emailed or sent via DropBox; charge for CD/disc \$3.00 Postage \$2.50	

PHOTOGRAPHIC PRINTS (INKJET ON GLOSSY PAPER)		
	Black & White	Color
4x5	\$ 4.00	\$ 6.00
5x7	\$ 6.00	\$10.00
8x10	\$10.00	\$15.00
11x14	\$14.00	\$ 20.00
Up to 13x19	\$18.00	\$25.00

Enter Photo Number(s) for Requested Prints

1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

Images Requested _____ @ \$ _____ Postage/CD \$ _____ Total Due \$ _____

Payment Received this date _____ by _____

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10. Customer orders are held for pick-up for six months.
11. The customer shall defend, indemnify, and hold harmless the Churchill County Museum and Archives, its officers, employees, and agents against all liabilities, damages, expenses, including attorneys' fees, resulting from any claims and other proceedings by any third party for copyright infringement or any other legal or regulatory cause of action arising from the customer's use of CCMA materials.
12. It is the patron's responsibility to comply with copyright law, other applicable law, and donor restrictions, that may be involved in the use of CCMA collection materials.

Customer Initials _____