

**Fee Schedule for Western Libraries Heritage Resources**  
**(Effective July 5, 2016)**

Detailed information about Heritage Resources policies re: access, use and duplication of collection materials is available online at:

<https://www.library.wvu.edu/hr/access>

- All requests for copies/services are subject to the approval of authorized Heritage Resources staff. Staff will determine what material may or may not be copied as well as the copying process that is most suitable.
- Requests must be in compliance with Title 17 of the U.S. Copyright Code. Where authorized, copies of collection materials are provided for scholarly/research purposes or personal use only. Requests for other uses (including publication or display) must be in writing and approved by the Director of Heritage Resources or authorized staff.
- Contact Heritage Resources staff to make a request for copies/services and/or for more information about payment options.
- Once made, purchases are final and there are no refunds.

Fee Category	Type of Service/Deliverable	Amount	Unit	Notes
<b>Reproduction Services</b>	Photocopies/PDFs	\$0.15	Per page	Less than ten pages free; Requests limited to 200 pages of materials or 1 hour of staff time. Larger requests, if authorized, will incur an additional hourly labor fee, in addition to reproduction services fees.
	Digital Scans (up to 8"x10")	\$2.50	each	Limited to 10 per request – additional scans will incur an additional hourly labor fee (in addition to reproduction services fees)
	Digital Scans – Oversize (exceeding 8"x10")	\$5.00	each	Limited to 10 per request – additional scans will incur an additional hourly labor fee (in addition to reproduction services fees)
	Audio-Visual Reproduction	\$10.00	Per item	Limited to 1 hour of staff time. Larger requests, if authorized, will incur an additional hourly labor fee, in addition to reproduction services fees.
<b>Commercial Use and Publication Fee</b>	Commercial Use/Commercial Publication Fee	\$60.00	Per item	
<b>Labor &amp; Handling Services</b>	Labor & Handling Fee	\$18.00	Per hour	Covers labor costs associated with preparation of materials for reproduction and shipment
<b>Materials</b>	Variable fee for recovering the cost of materials supplied to requestor (such as	Variable		Based directly on cost of material shipped

	disks, thumb drives, other digital media, etc.)			
<b>Shipping</b>	Shipping/Supplies	Variable		Covers actual costs of shipping and supplies
<b>Reproduction Services (external)</b>	Variable fee for recovering cost of services provided by external vendor.	Variable		Based directly on vendor cost
<b>Publications and Promotional materials: Special Collections</b>	Elizabeth Ryder Montgomery Posters	\$50.00*	Each	*Publications and Promotional Materials are subject to additional assessment of sales tax.
	Klipsun Yearbooks	\$15.00*	Each	
<b>Publications: Center for Pacific Northwest Studies Occasional Papers</b>	Donald Eklund, Washington's "Wild Scotsman"	\$3.95*	Each	*Publications are subject to additional assessment of sales tax
	John W. Mairs and Eugene A. Horeauf, The Puget Sound Region: A Portfolio of Computer Maps	\$3.95*	Each	
	James W. Scott and Manfred C. Vernon, "Man, Government and the Sea"	\$4.95*	Each	
	James A. Hitchman, "Waterborne Commerce of British Columbia and Washington"	\$4.95*	Each	
	Manfred C. Vernon and James W. Scott, "Fisheries in Puget Sound: Public Interest and Private Good"	\$4.95*	Each	
	Roland DeLorme, <i>Of Man, Time, and a River: The Skagit River, How Should It Be Used</i>	\$4.95*	Each	
	James W. Scott, Donald K. Alper, and Manfred C. Vernon, <i>Oil in Washington Waters: Boon or Bane?</i>	\$5.95*	Each	
	James H. Hitchman, <i>Henry Davidson Sheldon and the University of Oregon 1874-1978</i>	\$6.95*	Each	
	Donald Eklund, Washington's "Wild Scotsman"	\$3.95*	Each	

	John W. Mairs and Eugene A. Horeauf, <i>The Puget Sound Region: A Portfolio of Computer Maps</i>	\$3.95*	Each
	James W. Scott, <i>The Pacific Northwest and Beyond: Essays in Honor of Howard J. Critchfield</i>	\$6.95*	each
	Kenneth E. Gordon, <i>Environmental Data Use in Computer-Assisted Spatial Data Handling Systems</i>	\$8.95*	Each
	Keith A. Murray <i>History of the Bellingham Rotary Club, 1917-1981</i>	\$4.95*	Each
	Bultmann, <i>The Great Depression and It's Fifty year Shadow</i>	4.95*	Each
	Grabert, <i>Ferndale in Prehistory: Archaeological Investigations in the Lower and Midle Nooksack Valley</i>	4.95*	Each
	Murray, <i>Centennial Churches of Washington's "Fourth Corner"</i>	8.95*	Each
	Schultz, <i>On the Wings of the Wild Wind</i>	9.95*	Each
	Dick & Ross, <i>Intertidal Bryozoa (Cheilostomata) of the Kodiak Vicinity, Alaska</i>	10.95*	Each
	Murray, <i>Reindeer and Gold</i>	10.95*	Each
<b>Publications: Center for Pacific Northwest Studies' Special Publications</b>	Scott, <i>Pacific NW Themes, Historical Essays in Honor of Keith A. Murray</i>	5.95*	Each
	Koert, <i>The Lyric Singer</i>	9.95*	Each
	Scott and Turbeville, <i>Early Industries of Bellingham Bay and Whatcom County</i>	13.95*	Each
	Hagar, <i>The Bellingham Golf and Country Club</i>	2.95*	Each
	Forward and Gerhold, <i>Environment and Man in British Columbia and Washington</i>	4.95*	Each
	Mitrani and Rutan, <i>Washington State/British Columbia Governmental Interactions 1979</i>	5.95*	Each

	CPNWS, <i>Map of the Historic Register Sites of Whatcom County</i>	1.95*	Each	
<b>Publications: Center for Pacific Northwest Studies / Fourth Corner Registry</b>	Jeffcott, <i>John A. Tennant: Early Pioneer and Preacher</i>	4.95*	Each	
	Hicks and Clarke, <i>The Bellingham Theater Guild and Shelley's "The Cenci"</i>	4.95*	Each	
	Koert, <i>Whatcom Scenes: A Miscellany of Prose and Verse</i>	9.95*	Each	
	Koert and Scott, <i>Whatcom Images: An Illustrated Collection of Prose and Verse</i>	12.95*	Each	
	Smith and Swanson, <i>Whatcom Past and Present: The Stories, Poems, and Pictures by and for Its People</i>	9.95*	each	

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