



Virginia Historical Society
The Center for Virginia History
Image order form for publication or exhibition

Contact information

1. Name:

2. Organization/Company and title:

3. Mailing address (street, city, state, zip):

4. Email:

5. Telephone (daytime):

6. Fax: (optional)

7. Enter your membership number to receive your discount:

8. Date image(s) needed (for rush orders only):

Image(s) requested

9. Please provide sufficient information to identify the image(s) requested. For photographs or museum items, please provide the title, artist, and accession number, if available. For manuscripts or library items, please provide call number, title, author, and date, if known.

Format

10. Select format and size: *(Please note: new photography or scanning fees may apply)*

I already have high-quality reproductions of the image(s) and do not need to order additional prints or digital files.

- Digital images: 72 dpi JPEG (\$15) 300 dpi JPEG (\$25) 300 dpi TIFF (\$25)
- Black-and-white photographic prints: 8 x 10 print (\$32) 11 x 14 print (\$60)
- Color photographic prints: 8 x 10 print (\$50) 11 x 14 print (\$75) 16 x 20 print (\$100)

Intended use of image(s)

11. Please select all that apply: (Use fees will be applied to each order. Rates are discounted for non-profits.)

- | | | |
|-------------------------------------|---|--|
| <input type="checkbox"/> Exhibition | <input type="checkbox"/> CD / still image on disc | <input type="checkbox"/> Broadcast video |
| <input type="checkbox"/> Book | <input type="checkbox"/> Thesis / dissertation | <input type="checkbox"/> Streaming video on web site |
| <input type="checkbox"/> Periodical | <input type="checkbox"/> Still image on web site | <input type="checkbox"/> E-book |
| <input type="checkbox"/> Cover | <input type="checkbox"/> DVD / Home video | <input type="checkbox"/> Advertising |
| | | <input type="checkbox"/> Other |

If you selected "other," please describe the use below:

Image(s) will be reproduced in: Black and white Color

Title of work:

Publisher / Producer / Institution:

Status of Publisher / Producer / Institution: Non-profit Commercial

Period of posting / exhibition:

URL address:

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Delivery preference

12. Select: Pick up at VHS U.S. mail Email (*JPEG orders only*)
- Federal Express (enter Fedex account number under "special instructions")
- FTP (enter FTP address, login, and password under "special instructions")

Payment preference

13. Select: (The VHS accepts Mastercard, Visa, Discover, and American Express)

- Invoice by email for payment by credit card
- Invoice by email for payment by check
- Invoice by mail for payment by credit card or check
- Other

Special instructions

14. Please list any special instructions for your order:

Signature

By submitting this request, I am entering into a contractual agreement to observe restrictions involved in the publication and distribution of this/these material(s). I have read and agree to the Virginia Historical Society's Conditions of Use for Images (see below).

I agree Enter name here:

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Virginia Historical Society

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