

Services Price list

We review the condition and availability of each item to ensure it can be photographed. If we determine that it can, we will send you an estimate via Square for the image(s) you have requested.

Once the invoice is paid, we will add the request to our imaging queue. Images are delivered via [WeTransfer](#) typically within 2-4 weeks from receipt of payment.

For more information around Images and Permissions
<https://www.folger.edu/research/images-and-permissions>

Order Form
cognitoforms.com/FolgerShakespeareLibrary/ImageRequest

Existing images freely available via our Digital Collections Portal
<https://digitalcollections.folger.edu>

Bound or Non-Oversized Flat Items

Default resolution of 600ppi.

Description	Rate	Notes
Setup fee, per item	\$20	- For item safety, rare bound volumes are imaged as individual pages, not as spreads. - Blank pages are generally not imaged unless requested and paid for.
Images	\$10 each	Example A: 1 image of 1 collection item = \$30 \$20 Setup fee + 1 image at \$10. Example B: 10 images of 1 collection item = \$120 \$20 Setup fee + 10 images at \$10 each. Example C: 8 images total, 2 images each from 3 collection items = \$140 \$20 Setup fee x 3 items + 8 images at \$10 each.

Oversized Items — Maps, Posters, Large Foldouts

Default resolution of 300ppi at object size.

Description	Rate	Notes
Setup fee, per item	\$50	Additional images may be requested to create higher resolutions beyond 300ppi with image stitching.
Images	\$20 each	Example A: 1 image of 1 poster requested at the default 300ppi = \$70 \$50 setup fee + 1 image at \$20. Example B: 1 image of 1 poster requested at 600ppi = \$130 \$50 setup fee + 4 images at \$20 each required to achieve 600ppi, stitched to create 1 image.

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Transmissive Material

Variable resolution based on still film format size. Ex: 35mm mounted slide film, 4x5 sheet film, 8x10 sheet film.

Number of Images	Per Image	Notes
1 to 10	\$40	Availability for digitization based on material condition, cataloging status, and lead-time to retrieve items from cold storage. Additional restrictions may apply due to copyright or confidential information.
11 and above	\$20	Example A: 5 images = \$200 5 images at \$40 each. Example B: 14 images = \$480 10 images at \$40 each + 4 images at \$20 each.

Studio Images of Objects and Framed Artworks

Variable image resolution based on object size.

Description	Rate	Notes
Setup fee, per item	\$50	- Based on condition and request details, deframed images may be possible. For example a deframed painting recto or deframed print verso. - Objects such as theater props, sculptures, and decorative arts will require consultation on what viewpoints the image will be captured from and your desired paper backdrop: white or gray.
Images	\$30	Example A: 1 image if 1 collection item = \$80 Example B: 4 images of 1 collection item = \$170 Example C: 2 collection items, 3 images of each = 6 images total = \$280 \$50 setup fee x 2 items + 6 images at \$30 each.

Post-production and PDF Generation

Category	Rate	Notes
Post-production, by request	\$50/hr	- Billed in half hour increments. Estimate will be provided beforehand. - Examples: image resizing, cropping, compositing, silhouetting images on a white background.
PDF Generation for Existing Images or ordered as part of an Image Request	\$20	Per Call Number