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Service	Purpose	Supplier	Fee	Documentation
Self-service photography (onsite research appointments)	Non-commercial research and private study Researchers who are able to make onsite appointment	Researcher	Free to all	Self-Service Photography/Scan Request form
Scan on Demand (low-res* scans of material held offsite)	Non-commercial research and private study Remote access for those not able to visit physically	External supplier	Free to all	Self-Service Photography/Scan Request form
Onsite scanning (low-res* scans of material held onsite) of up to 20 images	Non-commercial research and private study Remote access for those not able to visit physically	R&IS team	Free to all	Self-Service Photography/Scan Request form
Onsite scanning/photography (high-res** scans/photographs of material held onsite) of up to 20 images	Reproduction/publication	R&IS team	Fees as per pricing schedule (25% member discount)	Heritage Collections Image Reproduction and Publication form
Specialist photography (low/high-res photographs)***	Reproduction/publication	External supplier	Fees as per pricing schedule (25% member discount)	Heritage Collections Image Reproduction and Publication form
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* pdfs provided for research purposes and not for reproduction/publication.

** 300dpi publication-quality jpegs/TIFFs.

*** Where the amount of material exceeds 20 images and/or where material can't be scanned or photographed onsite for reasons of conservation or format (such as audio-visual material and some historic formats).



Schedule of fees: Heritage Collections

The RCOG reserves the right to adjust or waive these fees when circumstances require.

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Book/periodical – front cover (print run up to 1,000)	£100**
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Book/periodical – front cover (print run over 1,000)	£160
Book/periodical – inside (print run over 1,000)	£110
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Merchandise / promotional items	£200
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Stand-alone e-book – inside	£50
E-book simultaneous to physical publication	£40
Film/television/video inclusion (per static image)	£200
Temporary exhibition	£60
Permanent exhibition	£120

Schedule of fees: Other material

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Publication (print run up to 1,000)	£50
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Stand-alone e-book	£100
Paid-for website service or downloadable content	£150

* Excluding VAT at 20%. Customers exempt from UK VAT will be required to provide evidence.

** Charge for single country distribution only. Fees for worldwide distribution are 2x the figures shown above.