



East Broad Top Railroad Archives and Special Collections Program



Digital Use and Fee Structure (March 2023)

The following usage guidelines and fee structure are established for the EBTRR ASC.

Online Access

- The catalog of all processed Archive holdings can be searched online at <https://ebtarchives.catalogaccess.com/>
- Online access is free.
- Not all processed holdings will be illustrated online in digital form.
- Material illustrated online is watermarked and may be of lower resolution.

Image orders

- Only digital files of materials are available; we are unable to supply printed copies.
- Digital copies of images may be ordered, for a fee.
- Digital files purchased will not have a watermark on each image.
- The Archive reserves the right to refuse to copy or permit publication of materials at their discretion.

Publication rights

- Materials are supplied for personal research, reference, and presentation use. An additional fee applies for publication as defined below.
- All material published in any form (to include internet or other digital media) requires advance approval, and the publisher is responsible for adhering to copyright restrictions and credit as specified in the catalog entry.
- A complimentary copy of the completed work in which our images appear may be requested for deposit in the Archive.
- Users may link to *catalog entry pages* from personal websites without prior permission or additional fees. Direct linking to *images* is considered publication and requires advance permission and payment of publication fees as defined below.
- Publication - Definitions
 - Editorial use: books, journals, magazines, and newspapers, including both print and electronic.
 - Advertising use: newsletters, brochures, flyers, catalogs, including both print and electronic.
 - Media use: video, film, TV, website.

Fee Structure

The baseline image order and research fees apply to all orders, including for personal use. Additional fees apply for editorial, advertising, and media use.

There is no charge for official use by the EBTF and FEBT, including use in FEBT publications.

FEBT members receive a 15% discount off baseline image orders and research fees for personal use.



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Baseline Image Orders	All	
Maps, plans, drawings, and photographs	\$5.00 (smaller than 36"x24") Larger graphics quoted on request	
Correspondence, documents, bound volumes	\$0.20 per page, minimum order \$5.00	
Research for items not digitized or physically processed	\$40.00 per hour, staff time permitting, with approved research request.	
Additional fee for editorial use (per image)		
<i>No. of copies published or distributed</i>	<i>For-profit</i>	<i>Non-profit</i>
Less than 2,000	\$15	\$10
2,000 to 9,999	\$25	\$20
10,000 to 49,999	\$50	\$25
50,000 and greater	\$75	\$30
Additional fee for advertising use (per image)		
<i>No. of copies published or distributed</i>	<i>For-profit</i>	<i>Non-profit</i>
Up to 49,999	\$50	\$15
50,000 and greater	\$100	\$30
Additional fee for media use (per image)		
<i>Audience size (number of viewers or impressions)</i>	<i>For-profit</i>	<i>Non-profit</i>
Up to 49,999	\$50	\$15
50,000 and greater	\$100	\$30