



Douglas County Historical Society

1101 John Avenue • Superior, WI 54880 • (715) 392-8449
www.douglashistory.org

“Building Community Through History”

Request for Archival Research/Permission for Photographic Use

The Douglas County Historical Society is pleased to help you with your request for information. The fee for 1 hour of research is \$20.00 payable at time of request. Scanned photos on regular paper are \$1.50 per page, photographic paper (8x10) is \$10.00 or (5x7) are \$8.00.

All rights of photos are reserved by DCHS and are for one time use only. They may be reproduced under the following conditions: 1) written permission from DCHS; 2) they must not be sold, rented or leased; 3) the following credit must be printed under each reproduction so authorized: “Reprinted with permission of Douglas County Historical Society.”

Subject to the above listed policy:

Permission is requested for the following: Archival Research Photographic Reproduction

Date Requested: _____ Due Date: _____

Your name: _____ Phone #: _____

Address: _____

Email: _____ Enclosed payment to DCHS: \$ _____

REQUEST: please give as much detail about your request, (names, addresses, family history, photo) Be specific and use the back for more space.

Circle purpose of use:

PERSONAL EXHIBIT& LOCATION PUBLICATION ADVERTISEMENT

BOOK NEWSPAPER FILM/SLIDE/VIDEO OTHER: _____

Title: _____ Author: _____ Date of Publication: _____

Publisher or Sponsor: _____ Circulation Estimate: _____

I have read and understand/accept the terms of use and agree to pay the fees stated in DCHS policy.

Signature: _____ Date: _____

All research is donated by our volunteers and will try to meet your request for due date. Thank you.