

Filmmuseum Potsdam: Scale of Charges and Fees

(status: 1 March 2005)

I. Use of archive material at Filmmuseum Potsdam

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| 1. | postcards, photographs, posters, printed documents, sound carriers and other archive material requiring additional expenditure
per each commenced day | 20 € |
| 2. | films on projection tables, video films, DVDs or sound carriers
per each commenced half hour | 15 € |

II. Use of archive material outside Filmmuseum Potsdam

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| 1. | borrowing for exhibition purposes: one-time national use up to three months
per item | 5% of the insurance value |
| 2. | borrowing for other purposes | by special agreement |

III. Processing of user requests

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| 1. | written information, including inquiries or search for archive / library material
per each commenced half hour | 15 € |
| 2. | search for photographs, posters and other archive material
per each commenced half hour | 15 € |
| 3. | search for data contained in machine-readable files
per each commenced 5-minute use of the EDP system | 5 € |

IV. Display of archive material

By paying the agreed user costs, the user is entitled to the **one-time** publication of archive material.

1. Exhibitions

per each provided reproduction

	<u>uncommercial</u>	<u>commercial</u>
one-time national exhibition (period of use: up to 5 months)	20 €	40 €
national permanent or travelling exhibition	40 €	80 €
multinational use (up to 3 years)	80 €	160 €

Quantity discount and extension of period of use: by agreement
Exhibition catalogues: see publications (2.1.)

2. Print publications

2.1. Books, brochures, newspapers, magazines (without advertising character)

per reproduction at a circulation of up to

1,000 copies	15 €
3,000 copies	20 €
5,000 copies	25 €
10,000 copies	30 €
25,000 copies	35 €
50,000 copies	45 €
100,000 copies	60 €
150,000 copies	90 €
300,000 copies	120 €
> 300,000 copies	180 €

Additional charges: 50% for a print format of 1/2 page
 100% for a print format of 1/1 page
 200% for cover page

Quantity discount: by agreement (starting at 5 reproductions per use)

Scientific publications: 10% discount

50% discount in case of:

- unchanged reprint with the same ISBN number within 5 years
- translated versions or licensed issues within 3 years
- simultaneous release of a (unchanged) CD-ROM or DVD version

2.2. Postcards

per reproduction at a circulation of up to	print format of up to	
	DIN A6	DIN A5
3,000 copies	100 €	130 €
5,000 copies	120 €	150 €
10,000 copies	150 €	200 €
25,000 copies	180 €	250 €
50,000 copies	220 €	300 €
100,000 copies	270 €	350 €
each additional 50,000 copies	50 €	50 €

2.3. PR photographs, press kits (for editorial use)

period of use: up to 1 year

starting at 200 € per motive

Additional charges:

- 100% in case of delivery to other publishing agencies or news services (agreement required)
- extension of period of use: by agreement

2.4. Other forms of dissemination

With regard to their specific features, calendars, large-size photographs and posters for the purpose of decoration and interior design will be treated separately and charged according to circulation and / or print format.

2.4.1. Sleeves / covers for sound and image carriers, videotapes, CDs, CD-ROMs, DVDs, MDs, booklets, inlays

period of use: up to 5 years
 colour or black-and-white master

circulation of up to
 1,000 3,000 5,000 10,000 >10,000

	€ per reproduction				
sound carrier / single					
cover: single reproduction	100	140	180	250	300
reproduction on CD disc	50	70	100	150	200
small-size reproductions	30	35	40	60	100
long-playing sound or image carriers					
<u>combination of CD and MC</u>					
cover: single reproduction	200	250	300	400	500
reproduction on CD disc	100	150	250	300	400
small-size reproductions	50	80	120	150	200
<u>CD, CD-ROM, DVD or videotape only</u>					
cover: single reproduction	150	180	250	300	400
reproduction on CD disc	80	100	120	180	250
small-size reproductions	30	50	80	120	150
<u>MC or MD only</u>					
cover: single reproduction	100	120	150	250	300
small-size reproductions	30	35	40	60	100
<u>booklets / inlays</u>					
inner page	30	50	60	80	100
cover page	60	100	120	160	200

Use for advertising purposes: plus 100%

Discounts:

- back cover
 - repetition of the cover motive on the CD disc
 - simultaneous purchase of a national or international licence
- minus 30% on the cover fee
- minus 50% on the CD disc fee
- minus 50% on the circulation-related fee

Quantity discount:

by agreement

Additional charges:

- double CD / MC:
 - front-to-back cover:
 - package / slipcase:
- plus 30%
- plus 20%
- plus 50%

2.5. Print products with advertising character

In case the use for advertising purposes is intended, the fee for use that has been agreed upon increases by 100%.

3. Display on CD-ROMs, DVDs, videotapes, internet, etc.

3.1. Display on CD-ROMs, DVDs, videotapes (not for advertising purposes)

first edition, period of use: 3 years
per display
rights of sale

	national	Europe-wide	worldwide
circulation of up to			
1,000 copies	30 €	60 €	90 €
3,000 copies	40 €	70 €	100 €
5,000 copies	50 €	80 €	110 €
10,000 copies	60 €	100 €	130 €
25,000 copies	70 €	120 €	160 €
50,000 copies	90 €	150 €	200 €
100,000 copies	110 €	180 €	250 €
250,000 copies	140 €	220 €	300 €
500,000 copies	200 €	300 €	400 €

higher circulations: by agreement

Quantity discounts: starting at 5 reproductions per use

3.2. Online, intranet, internet display (editorial use)

per reproduction at a period of use of up to

one week	25 €
one month	38 €
three months	76 €
six months	115 €
one year	190 €

4. Television (editorial use)

duration of display: up to 10 seconds
one-time broadcast

– city and regional channels	15 €
– national broadcast	25 €
– Europe-wide broadcast	40 €
– worldwide broadcast	80 €

50% discount: purchase of national and international rerun rights

Quantity discount: starting at 10 reproductions per use

- 5. Image and sound carriers**
per each commenced minute of playback 26 €
- V. Rights**
In case of the use of material for which Filmmuseum Potsdam owns the exclusive rights of use, fees will be charged that have to be agreed upon individually.
- VI. Execution of reprographic services**
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|---|--------|
| 1. electronic copies / xeroxes of originals | |
| – DIN A4, per piece | 0.15 € |
| – DIN A3, per piece | 0.30 € |
| 2. electronic copies (scan), per piece | |
| standard: 13 x 18 cm, 300 dpi (incl. blank CD and shipping) | 4 € |
| other formats and resolutions: by agreement | |
- VII. Special services**
(e.g., additional expenditure for packaging and transportation): payment in full
- VIII. Costs for the execution of reprographic services by third parties**
payment in full
- IX.** According to a recommendation of the Conference of the Ministers of Education on the improvement of economic efficiency of museums (from 31 March 1995), lending fees and fees for additional expenditures resulting from dealings between museums should, if possible, be substituted by other, non-financial services in return.