



## Image Resource Guide

Image reproductions of the Gibbes Museum of Art's (GMA) collections, garden, grounds and building may be licensed for scholarly, commercial, or personal uses. For a high quality TIFF file for your publication or product, **please contact Becca Hiester at [rhiester@gibbesmuseum.org](mailto:rhiester@gibbesmuseum.org)**. All requests are reviewed on an individual basis and fees may apply. Copying or redistributing images of the GMA's collection, garden, grounds, and building in any form for personal or corporate commercial gain is prohibited.

- Requests must be submitted at least six weeks prior to the date the image(s) are needed to ensure adequate processing time. Additional time may be required if object(s) require relocation from the galleries or conservation assistance to prepare the object(s) for new photography.
- Requests must include the name of the requester, intended use, author(s) and publisher(s), anticipated date of publication, requested collection image, and photography format requirements.
- Image(s) will not be provided to the requester until the payment of fees, if applicable, is received by the GMA.
- The GMA reserves the right to refuse permission for inappropriate use and to charge fees different from those presented on this site.
- Permission, should it be granted, is for **one-time use only**, and for the intended purpose as stated on the application form. Any subsequent use, including but not limited to multiple editions, use in advertising or promotion, reprints, translations, and video editions, constitutes a re-use and must be applied for in writing. There is a charge for re-use of an image.

### Scholarly Use

Includes, but is not limited to, books, exhibition catalogues, and similar publications by libraries, museums, and non-profit organizations; public-television broadcasts; and other items made available to a relatively limited audience.

### Commercial Use

Includes, but is not limited to, for-profit publications; textbooks, trade books, reference books, supplemental course readers, and curriculum materials for K-12; motion pictures, commercial television, and video productions; large-circulation or mass-market magazines; printed or televised advertisements; calendars, posters, museum reproductions, postcards, and note cards; other items made available to a relatively wide audience.



### **Personal Use**

Includes, but is not limited to, study, educational, or research purposes only and may not be published or reproduced. If the re-use of an image is desired for reproduction, the GMA must be notified in advance, in writing.

### **Credit Line**

All images provided by the GMA shall carry the credit line **Image Courtesy of the Gibbes Museum of Art/Carolina Art Association** preceded by identification of the object(s) provided in close proximity to the image. Image(s) should be reproduced in its entirety, i.e. no cropping. Use of a specific detail from the image must be approved in advance by the Collection Department and specified in the publication.

### **Publication Gratis Copies**

The GMA would appreciate receiving a gratis copy of publications containing collection works in order to retain the record of how image reproductions are utilized.

### **Please send copies to the attention of:**

Rights and Reproductions Department  
Gibbes Museum of Art  
135 Meeting Street  
Charleston, SC 29401

### **Copyright**

Please note that in many cases the GMA owns only the physical object, and does not assume responsibility for intellectual property, including copyright, or any other legal issues involved in the publication and reproduction of items in the collection. The GMA's preparation and/or reproduction charges do not include any fees due to the copyright owner or administrator (artist, representing gallery, estate, etc.). Any and all responsibility for questions of copyright will be assumed by the applicant.

## Gibbes Museum of Art Reproduction Fee Schedule

	Scholarly Use		Commercial Use	
	Distribution up to 4,999 copies or 5 year term; personal use	Distribution of 5,000 or more copies or 10 year term	Distribution up to 4,999 copies or 5 year term	Distribution of 5,000 or more copies or 10 year term
<b>Book &amp; Journal Interior</b> (print only, add 20% for e-book)	\$75	\$100	\$150	\$300
<b>Book &amp; Journal Cover</b> (print or electronic)	\$100	\$125	\$175	\$350
<b>Television, Broadcast, Film &amp; Video</b>	\$125	\$150	\$200	\$300
<b>Exhibition Use</b> (print or electronic)	\$150	\$200	\$200	\$250
<b>Website</b> (2 year limit, resolution restrictions may apply)		\$100	\$150	\$250
<b>Multimedia and Apps</b>		\$75	\$150	\$250
<b>Advertising &amp; Promotional</b> (print or electronic)		\$125	\$250	\$400
<b>Image Preparation</b> (new scan)	\$60	\$60	\$60	\$60
<b>New Photography</b> (of two- or three-dimensional works)	\$150	\$150	\$150	\$150
<b>Re-Use</b> (no materials furnished)	75% of Original Fee	75% of Original Fee	75% of Original Fee	75% of Original Fee
<b>All Other Uses</b>	Quote	Quote	Quote	Quote