



ALBERT GORE RESEARCH CENTER

Fees & Services

Middle Tennessee State University funds the basic needs of the Albert Gore Research Center, which depends on donations, grants, and revenue from services. The Gore Center charges certain fees to cover the costs of services rendered. These revenues directly benefit the center's preservation, access, and educational projects. **Neither the university nor the state absorb any of the revenue.** With this in mind, we trust that users understand both the need for the center to charge fees and the benefits those fees provide to the center and its users.

The Gore Center will make photocopies or digital scans of its archival materials upon request as long as the reproductions meet the following criteria:

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- Does not violate copyright law
 - Sections 107 and 108 of copyright law provide archives and libraries with a limited authority to make copies of copyrighted material without permission under certain conditions, such as when the copy is to be used for private study, scholarship, or research.
 - The fair use doctrine (as codified in Section 107) recognizes that there are uses that do not infringe on the rights of copyright holders and provides a defense for the use of copyrighted works without permission from the copyright owner.

Before agreeing to any of the following services, please obtain a cost estimate from the archivist or the director. All users are responsible for the costs of services at the time of their request.

Reproduction Fees:

Photocopies for On-Site Users

- First 25 copies are free. MTSU students with valid ID card can receive up to 50 free copies.
- Additional copies \$0.10 per page.

Photocopies for Off-Site Users

- \$0.50 per page if photocopied by a staff member. Typically, photocopies can be converted to pdf format and emailed to the patron without postage charges. Otherwise, the user will also pay postage or shipping fees.

Photographs

- Black/White photocopies: \$0.25 per page.
- Color photocopies: \$0.50 per page.
- High-resolution JPEG or TIFF scans: \$10 per photograph.
- MTSU students: \$0.25 per photocopy or \$5 per high-resolution scan.

Audio Visual

- In most cases, digital files of audio recordings can be made available for online access, free of charge. CD or DVD of audiovisual files are available for \$10 each.
- MTSU students: \$5 per CD or DVD.

Special requests for duplication: A large part of the audiovisual material in the collections of the Albert Gore Research Center has not yet been digitized. Users who wish to have a particular item—usually a film or Betamax tape—copied may arrange with the center to pay for the conversion of older media to a digital format. Some of these orders can be fulfilled on campus, while others must be sent off site to a professional service. The user will pay market rates for this service, and the center will receive a digital copy of the material as part of the service.

Research Fees: Occasionally we are contacted by a researcher who, due to various constraints, is unable to visit us. Depending on staff availability we are able to conduct research at the rate of \$40.00 per hour after initial consultation. Research services are for holdings in the center only. We do not offer general genealogical research.

Publication Fees: Permission to publish a photograph or other still image in a scholarly or trade publication, or to use material in a film: \$50.00 per item, object, or recording. One-time use only. The center may waive all or part of these fees if the author, publisher, or producer agrees to provide a free copy of the publication or film to the center.

Shipping charges: We are able to ship domestic orders first-class mail for \$5.00 or the actual costs of postage and materials, whichever is higher. Express service or international postal charges can be calculated upon request.

Payments: All payments for services must be in U.S. dollars, either cash or check. Upon request the MTSU accounting services office can send a credit card link to use for charges in excess of \$20.