**PHOTOGRAPH REPRODUCTION POLICY**

The Library holds a collection of approximately 2000 historic photographs, mainly a gift of the Palos Verdes Homes Association. These have been digitized and may be browsed on the PVLD website at www.pvld.org/localhistory. Higher resolution commercial quality TIFF files are available for download. See price list and requirements printed below. [Trustee Policies & Procedures Manual Sec. 5030.0] Reproduction with personal cameras and/or scanners is prohibited, but images may be copied on the photocopy machine for personal research.

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- $10 per image for local resident (90274, 90275 zip codes)
- $25 per image for non-resident

**Commercial Use:** (For-profit OR Non-profit)
- $50 per image for local business or organization (90274, 90275 zip codes)
- $75 per image for non-local business or organization

[Note: Fees may be modified only with approval of the District Director.]

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You will be notified by email when your order is ready.

Allow 5 business days for completion.

For questions, send email to dcampbell@pvld.org.

**PVLD PHOTOGRAPH REPRODUCTION ORDER FORM**

Date of request ___________ Received by ___________
Name of requestor ___________________________________________
Name of Company _____________________________________________
Address _____________________________________________________
How will the photographs be used? (Please be specific.)

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<th>Photo #</th>
<th>Title of Photo</th>
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Total Fee $__________

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I confirm that the information I have provided is correct, and that I have read and accept the conditions of use.

______________________________  ________________________
Signature of applicant          Date

Payment by:  Check ___ Cash ___ Credit Card (Visa, MasterCard) ___ Email Invoice ___

FOR IN PERSON PURCHASES ONLY

Card holder Name__________________________  Expiration Date_______ Zip Code_______ Security Code_________

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Date Completed  By Staff