

LEXINGTON Historical Society

History • Education • Community

Archival Research and Reproduction Fees

Research Fees

Research privileges are extended to Lexington Historical Society members at **no charge**.

Research privileges are extended to students and nonprofit 501(c)(3) organizations at **no charge**.

For non-members, **thirty minutes** of preliminary staff time will be offered to researchers at no charge. After thirty minutes, researchers may utilize the archives for a **\$35 research fee**; or, they can become a member of the Society. Please visit www.lexingtonhistory.org/join to learn more.

Society staff do not conduct research. Freelance researchers may be hired to conduct research in the archives on behalf of other individuals. Lexington Historical Society staff is willing to facilitate the hiring of freelance researchers if necessary. These researchers may charge an hourly fee, in addition to the \$35 flat fee for use of the archives.

Digital reproductions of items must be requested through the use of our *Image Reproduction Form*.

Fees for Image Reproductions from Archives*

For personal or individual use:

- High Resolution Digital Scan — \$50 per image
- Low Resolution Digital Scan — \$2 per image

For commercial use:

- High Resolution Digital Scan — \$100 per image

For publishing in a commercial publication:

- High Resolution Digital Scan — \$150 per image

For use or non-commercial publication by a nonprofit 501(c)(3) organization:

- High Resolution Digital Scan — \$25 per image
- Lexington non-profit organizations receive 3 images at no charge per calendar year

Fees for Photocopies of Documents

Photocopies of documents — \$.50 per page

Note: When visiting the archives, photographs of items may be taken (with no flash) in lieu of photocopies at no charge. Proper attribution must still be given to Lexington Historical Society.

*All image reproductions will be provided in a digital format via email.
A CD format may be requested for \$2+shipping.

Contact us: (781) 861-0928, EMubarek@lexingtonhistory.org