



RHODES UNIVERSITY
Where leaders learn

Grahamstown ● 6140 ● South Africa

CORY LIBRARY FOR HUMANITIES RESEARCH
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LICENSING POLICY and FEE SCHEDULE for USE OF PHOTOGRAPHS

Introduction

Rhodes University (Cory Library) has since the 1930s received as donations or loans a wealth of photographic images depicting Eastern Cape and southern African subjects. Our bank of hard copy and electronic images constitutes a rich source of primary documents for researchers in the humanities and social sciences. Scholars, including public and visual historians, have found our images to be of great value.

Scholars are encouraged to make use of our images for educational and research purposes. If a client needs photographs to illustrate books or articles or for use on a poster or a website or in documentary or feature films (i.e. in any print or digital medium), Cory Library may, at a market-related fee (see schedule hereunder), extend a license (give permission) for the use of such photographs and send the client electronic copies of images requested.

Cory Library may, on behalf of Rhodes University, extend a license to use photographs either for teaching and research, private, non-commercial value adding, and profit-driven purposes.

Subject to the terms and conditions of copyright owners (as agreed to with Rhodes University), bona fide academics and researchers may be granted license to use images free of charge. Publishers will invariably be required to pay a licensing fee.

Copyright legislation and protocols and other terms and conditions will apply in all cases. In South Africa copyright is governed by Copyright Act No 98 of 1978.

Licensing

Cory Library understands licensing to be the granting of special and specific permission for the limited use of intellectual property, such as photographs, under terms and conditions.

Uses

Cory Library extends licenses or permissions for various uses. Broadly, these are

- 1) Teaching and research;
- 2) Private use (e.g. an image to be displayed in a private home);
- 3) Value adding purposes, and
- 4) Commercial or profit-driven projects.

The use of photographs has to be ethical. A photograph shall not be manipulated in any manner whatsoever. Under no circumstances may a photograph be used in a way that will defame or injure the subject contained in it.

Special Conditions

Users implicitly agree and in addition shall be asked to sign a separate document with Rhodes University affirming that:

- 1) The electronic copy of the image will be used only once for the purpose agreed upon;
- 2) The image shall not be shared with or given to any other person or entity whatsoever; and
- 3) In all cases, the electronic image shall be deleted / destroyed after it was processed for use.

Stock and New Photographs

The licensing or permission fees in the table hereunder apply to the large collection of stock photographs in Cory Library's holdings. These images are managed either as Rhodes University property or on behalf of depositors whose images are on loan to the Library. Cory Library extends a license or permission on the basis of limited use and non-exclusivity.

New photographs (only of Grahamstown, Rhodes University, and of Cory Library and its contents) may be captured digitally by Cory Library and sent electronically at a fee of R1,000.00 (one thousand South African rand). Cory Library will retain copyright in such images, which will become part of its stock. For complicated objects (e.g. large art objects in various formats), the fee may be higher.

Filming inside Cory Library

The fee to capture film footage of and inside Cory Library and a license to use such footage shall be negotiated with Rhodes University (Cory Library).

Stock Photography – Fee Schedule

The fee schedule indicates use per image and is based on Cory Library digitizing photographs at **300 dpi** and sending them electronically to the client. Higher resolution scans might attract a higher fee. The schedule applies equally to a situation where a client is already in possession of a copy of a Cory Library photograph. THE FEES HEREUNDER ARE PER IMAGE. Payment will be made in advance in all cases.

Type of Photo	Usage	Reach	Teaching and Research ¹	Private Use ²	Value-adding purposes	Profit, Retail
Black and white	1 use/1 print run	South Africa	R50.00	R100.00	200.00	400.00
Black and white	1 use/1 print run	World, rest of	R100.00	R200.00	400.00	800.00
Colour	1 use/1 print run	South Africa	R100.00	R200.00	400.00	800.00
Colour	1 use/1 print run	World, rest of	R200.00	R400.00	800.00	1,600.00
Book cover any colour	1 use/1 print run	South Africa	N / A	N / A	N / A	1,600.00
Book cover any colour	1 use/1 print run	World, rest of	N / A	N / A	1,600.00	3,200.00
Web usage	1 year or as negotiated	World	N / A	N / A	1,600.00	3,200.00
Stills in film	1 use only	World	N / A	N / A	3,200.00	6,400.00
Handling / Digitization	N / A	N / A	R50.00	R50.00	R100.00	R200.00

This policy is effective as of 1 March 2017 and is subject to adjustment without prior notice.

¹ In principle the use of our images are free of charge but subject to copyright legislation and the deposit agreement a depositor may have signed with Rhodes University.

² Private use means display in a private home or office or in a Rhodes University office.

Licensing and Usage Agreement

Rhodes University (Cory Library) is the owner or agent of photograph number _____, which is part of its _____ Collection.

In licensing the use of this photograph to _____ (person's or company's name), Rhodes University permits a reproduction of it to be used in the manner and region and time period stated in the invoice.

The licensee understands and accepts that copyright in this photograph is governed by the Republic of South Africa's Copyright Act No 98 of 1978 and related statutes. In addition the licensee agrees herewith that the photograph will not be used in an unethical manner, will not be used in a manner that will defame or injure the subject contained in it, and that it will not be manipulated in any way without the prior permission of Rhodes University.

The licensee further agrees that:

- a) The electronic copy of the image will be used only once for the purpose agreed upon;
- b) The image shall not be shared with or given to any other person or entity whatsoever; and
- c) In all cases, the electronic image shall be deleted / destroyed after it was processed for use.

Credit as follows: name of collection, followed by **© Rhodes University (Cory Library)**.

To these terms and conditions the above person or the authorized representative of the above company agrees by signing this document:

Signature _____

Full Name _____

Designation _____

Date _____

Rhodes University

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TO MAKE PAYMENT by ELECTRONIC FUNDS TRANSFER (EFT)

OUR DETAILS ARE AS FOLLOWS:

Bank	First National Bank
Branch	High Street, Grahamstown, South Africa
Branch code	210717
Swift address	FIRN ZAJJ
Account name	Rhodes University, Drostdy Road,
Grahamstown Account number	62145503076
Type of account	Cheque
Reference	CL 55150000184

Proof of payment must be e-mailed to cory@ru.ac.za