

Schedule of Fees for the Archive of Historisch-Technisches Museum Peenemünde GmbH

Attachment 1 - Administration Fees

Tariff classification	Item	Fee in EUR
1.	Processing of written applications and orders For the processing of applications, inquiries and other similar services by employees of the archive, fees are charged per commenced half-hour of work:	
1.1	For the first commenced half-hour of specialist work	50.00
1.2	For every further half-hour of specialist work commenced	35.00
	The fees will also be charged in the event of a negative search result.	
2.	Review/granting of use authorisation for the reproduction of archived material	
2.1	In printed works or on storage media per illustration/reproduction of archived documents	50.00
	In the case of simultaneous publication in print and on CD/DVD, a reduction of 50% of the fee for the printed version will be granted.	
2.2	Non-copyable insertion in online services or non-copyable online publication per illustration/reproduction	100.00
2.3	Use of archived material in film, television and audio reproduction (commercial or private)	
2.3.1	Text and image documents – national	70.00
2.3.2	Text and image documents – international	100.00
2.3.3	Audio and video recordings per second broadcast	3.50
	However, for audio or video recordings no less than the amount for one minute of 210.00 EUR, even if one full minute is not used. The amount includes any number of repeats of the requested transmission.	
	Note on tariff classifications 2 to 2.3.3:	
	Claims of third parties that result from copyrights, use rights or license rights are to be additionally compensated by the entitled parties;	
	In the case of publications that are in the interest of HTM Peenemünde GmbH, such as the promotion of scientific publications or the promotion of cultural matters, an exemption from a fee may be granted upon written request .	

Tariff classification	Item	Fee in EUR
2.3.4	For the compilation of a selection of audio or video recordings with several extracts, per extract Should no extracts be used, a flat-rate processing fee of 40.00 EUR will be charged,	10.00
3.	Preparation and accompanying work in the case of photography and film recording on the premises of HTM Peenemünde GmbH and the monument landscape of Peenemünde For the support of photography and film teams (commercial or private) by employees of HTM Peenemünde GmbH, fees per half-hour of work commenced are charged:	
3.1	For the first half-hour of work	40.00
3.2	For every further half-hour of work commenced	20.00
	Note on tariff classifications 3. To 3.2: In the case of publications that are in the interest of HTM Peenemünde GmbH, such as the promotion of scientific publications or the promotion of cultural matters, an exemption from a fee may be granted upon written request.	
4.	Sending of copies and data carriers Postage must be paid fully by the party seeking the information. The prices are based on the respective valid tariffs of Deutsche Post AG.	

Attachment 2 – Use Fees

Tariff classification	Item	Fee in EUR
5.	Direct use For the presentation of archived documents, research aids and use of the rooms, the following fees are charged:	
5.1	Per hour commenced	10.00
5.2	From the 11th hour	7.00
5.3	From the 21st hour	5.00
5.4	Cards, posters, microfilms, images and other archived material of which the use requires particular effort, per day commenced	25.00
5.5	Video films or sound carriers per hour commenced	15.00
	Note on tariff classifications 5. to 5.5: The use of archived documents is subject to a fee for <ul style="list-style-type: none">– personal and assignment-related research for private purposes,– commercial purposes,– use for planning, project, melioration and other purposes subject to economic further use	
6.	Photographic and reprographic work, including digitalisation (archive reproductions)	
6.1	Direct copies and copies via scanner or PC on copy paper (80g/m ²) per unit:	
6.1.1	DIN A4 in black and white	0.50
6.1.2	DIN A3 in black and white	0.75
6.1.3	DIN A4 in colour	3.50
6.1.4	DIN A3 in colour	5.00
6.2	Excerpts from large-format source material (cards, sketches, plans, newspapers) on copy paper (80g/m ²) per unit:	
6.2.1	DIN A4 in black and white	1.50
6.2.2	DIN A3 in black and white	2.50
6.2.1	DIN A4 in colour	5.00
6.2.2	DIN A3 in colour	7.50

Tariff classification	Item	Fee in EUR
6.3	Digital copy in colour (printed template quality)	
6.3.1	Digital photo (JPEG or TIFF format) Note on tariff classification 6.3.1: The same fee rate applies for monochrome photos.	5.00
6.3.2	DIN A4, Folio and DIN document scan, per page:	
6.3.2.1	Image file in JPEG or TIFF format or PDF format (not searchable)	10.00
6.3.2.2	Searchable file in PDF format (manually processed via text recognition software)	40.00
6.3.3	Document scans of large-format templates, per page:	
6.3.3.1	Image file in JPEG or TIFF format or PDF format (not searchable)	15.00
6.3.3.2	Searchable file in PDF format (input and manually corrected via OCR text recognition software)	60.00
	Note on tariff classifications 6.3 to 6.3.2.2: In the case of special services and an increased amount of work (e.g. with large-format cards or newspapers), the fees will increase on a case-by-case basis in accordance with the increased effort up to 1.5 times the rate.	
6.4	Digital grayscale copies (PDF format)	
6.4.1	Per DIN A4 copy (non-searchable)	0.30
6.4.2	Per DIN A3 copy (non-searchable)	0.50
6.4.3	Searchable file in PDF format (manually processed via text recognition software), per page	30.00
6.4.4	Excerpts of large-format source material (non-searchable)	
6.4.4.1	Per DIN A4 copy	1.50
6.4.4.2	Per DIN A3 copy	2.50
	Note on tariff classifications 6.3 to 6.4.4: In the case of special services and an increased amount of work (e.g. with large-format cards or newspapers), the fees will increase on a case-by-case basis in accordance with the increased effort up to 1.5 times the rate.	
6.5	Reproductions of digital copies	3.00
6.6	Printing of digital copies	
6.6.1	10cm x 15cm photo paper, per print in black and white	2.00
6.6.2	10m x 15cm photo paper, per print in colour	3.00

Tariff classification	Item	Fee in EUR
6.6.3	DIN A4 photo paper, per print-out in black and white	5.00
6.6.4	DIN A4 photo paper, per print-out in colour	7.50
6.6.5	DIN A3 photo paper, per print-out in black and white	10.00
6.6.6	DIN A3 photo paper, per print-out in colour	15.00
6.7	Data output	
6.7.1	Storage on CD-ROM/DVD/USB stick, per data carrier	6.00
6.7.2	Sending via email or file hosting service, per file	3.00

This schedule of fees will come into force as an attachment to the fee regulations on 1 January 2017.

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