

Buchenwald and Mittelbau-Dora Memorial Foundation Schedule of Fees for the Use of the Archive and Collections

§ 1 General

- (1) These regulations govern the fees (including usage and service fees) assessed by the Buchenwald and Mittelbau-Dora Memorial Foundation, hereinafter referred to as the Foundation.
- (2) These fees are assessed in accordance with the attached schedule.
- (3) The Foundation may require advance payment of usage and service fees.

§ 2 Party Liable for Costs

- (1) The party liable for payment of usage and service fees shall be understood as the individual
 1. who is making use of Foundation facilities;
 2. on whose behalf such facilities are being used;
 3. or who assumes responsibility, in writing, for fees incurred at the Foundation.
- (2) In the case of more than one liable party, they shall be jointly and severally liable for payment of fees.

§ 3 Fee Reduction; Exemption from Fees

- (1) Fees for on-site visits (no. 1.1), for inquiries (no. 1.2) and for copies or reproductions (no. 1.3) pertaining to the archival holdings or memorial collection are not assessed:
 - from former inmates and their family members;
 - from individuals and organisations who provided the Foundation with the archival or collection materials in question, as well as their legal successors and their appointed third-party representatives;
 - from individuals and organisations conducting scholarly or pedagogical inquiries, or conducting other activities in accordance with the Foundation's bylaws;
 - from individuals and organisations conducting inquiries to document pension claims.
- (2) Fees for services are not assessed for the use of archival holdings or memorial collection:
 - by former inmates and their family members;
 - individuals and organisations that provided the Foundation with the archival or collection materials in question, as well as their legal successors and their appointed third-party representatives.
- (3) Verbal and simple written replies to inquiries which do not require consultation of the archive or collections are free of charge.
- (4) Persons who are unemployed or receiving social assistance benefits may be exempted from fees assessed under sections 1.1, 1.2 and 1.3; fees for services shall be reduced by 50 percent, with the exception for services as listed under sections 1.5, 2.1.3, 3 and 4.

§ 4 Final Provisions

The schedule of fees takes effect on January 1, 2012.

Weimar, December 21, 2011

Prof. Dr. Volkhard Knigge
Director of the Foundation

Schedule of Fees

A. FEES

No.	Item	Fee
1	Use of archival and collection holdings and materials	
1.1	Consultation of archival and collection holdings and materials on-site at the Foundation facilities	
1.1.1	Per day	5,00 EUR
1.1.2	For a period of 4 days	15,00 EUR
1.1.3	For a period of 20 days	35,00 EUR
1.2	Processing of inquiries (written responses which require research or consultation of archival and collection materials) per inquiry, for each half hour or portion thereof	15,00 EUR
1.3	Processing of copy and reproduction requests per inquiry, for each half hour or portion thereof Services will also be assessed as stipulated under section B.	15,00 EUR
1.4	Reproduction of archive and collection materials (for commercial purposes)	
1.4.1	Reproduction in printed publications	
1.4.1.1	Print run up to 500, per item reproduced	6,00 EUR
1.4.1.2	Print run up to 1000	10,00 EUR
1.4.1.3	Print run up to 5000	15,00 EUR
1.4.1.4	Print run up to 50000	20,00 EUR
1.4.1.5	Print run over 50000	25,00 EUR
1.4.2	New editions and reprints as described under section 1.4.1 for new publications	
1.4.3	Recordings for and reproduction in documentary and feature films, television and video productions per reproduction unit (film, scan, video)	30,00 EUR
1.4.4	Reproduction on websites and online media per reproduction unit	
1.4.4.1	One week	25,00 EUR
1.4.4.2	One month	30,00 EUR
1.4.4.3	Six months	50,00 EUR
1.4.4.4	One year (a new application is required each year)	100,00 EUR
1.4.5	Reproduction by audio and video media, per playback minute	30,00 EUR

B. SERVICES

No.	Item	Fee
1	Reproductions	
1.1	Image reproductions via photocopies (b/w), per copy	
1.1.1	Collection material, on size DIN A4	0,10 EUR
1.1.2	Collection material, on size DIN A3	0,20 EUR
1.1.3	Archival material, DIN A4	0,80 EUR
1.2	Image reproductions via photocopies (color), per copy	
1.2.1	Collection material, on size DIN A4	0,30 EUR
1.2.2	Collection material, on size DIN A3	0,60 EUR
1.2.3	Archival material, DIN A4	0,90 EUR
1.3	Copies on microfilm, per copy	0,30 EUR
1.4	Microfilm prints b/w on suitable paper, per print	
1.4.1	Format 10.5 x 14.8 cm (postcard)	1,70 EUR
1.4.2	Format 13 x 18 cm	2,00 EUR
1.4.3	Format 18 x 24 cm	4,20 EUR
1.4.4	Format 24 x 30 cm	6,50 EUR
1.4.5	Slide reproduction	2,50 EUR
1.5	Microfilm prints colour- transmissions to third party	actual cost
2	Data storage	
2.1	Scans, per item (300/600 dpi)	
2.1.1	Paper, per page (up to size A4)	0,60 EUR
2.1.2	Photographic prints (up to 18 x 24 cm)	0,80 EUR
2.1.3	Larger items - transmissions to third party	
2.2	Data medium storage, per image	0,60 EUR
2.2.1	CD/DVD	5,00 EUR
2.2.2	Stick (8 GB)	15,00 EUR
2.3	Audio media, per item	
2.3.1	DVD	8,00 EUR
3	Services carried out by third parties	actual cost
4	Special services (additional services required for packaging, insurance, mailing)	actual cost

The minimum invoice amount is 5.00 EUR.