Statement of public task appendices 1 and 2

# Appendix 1

## Information on charges

All charges are subject to VAT at the current rate (which is included in the prices shown below), excepting orders originating from countries exempt from VAT.

Images will only be supplied for use on receipt of a completed and signed form: ‘Permission to publish material from the London Metropolitan University Libraries and Special Collections’ (see appendix 2 below).

Consideration may be given to those projects from not-for-profits where there is no image budget or the usage is for limited educational purposes. Please contact us for further details at specialcollections@londonmet.ac.uk

## Example of how to calculate the costs

Where the use requires eg a print version **plus** worldwide iPlayer access for over five years, then the charges are added together eg print between half and full page = £45 plus iPlayer £250: £45 + £250 = total £295.

| **Publication type (print)** | **Size/duration** | **One country** | **Worldwide** |
| --- | --- | --- | --- |
| **Book/ Periodical/ Poster** | Up to 1/2 page | £30 | £60 |
| Book/ Periodical | Between ½ page and full page | £45 | £75 |
| Book/ Periodical | Over full page | £60 | £90 |
| Book/ Periodical | Cover | £120 | £180 |
| Poster | Poster | £120 | £180 |
| **Television** |  |  |  |
| TV | Single use  | £100 | £150 |
| Includes programmes made available via the Internet, YouTube etc and streaming services such as iPlayer, ITV hub | Transmission for up to 5 years | £150 | £200 |
| Includes programmes made available via the Internet, YouTube etc and streaming services such as iPlayer, ITV hub | Transmission for over 5 years | £200 | £250 |
| **Online** (see also Exhibition online below) |  |  |  |
| Internet (however see above under television for YouTube, iPlayer etc) | 1 image educational use | £35 | £35 |
| Digital platform (open access) | 1 image | £35 | £35 |
| Digital platform (behind paywall) - commercial | 1 image | £50 | £50 |
| **Exhibition (physical)** | **Usage** | **Up to A3** | **Above A3** |
|  | Independent  | £30 | £50 |
|  | Up to 1 year commercial | £100 | £150 |
|  | Up to 5 years commercial | £150 | £200 |
|  | Permanent commercial | £180 | £250 |
| **Exhibition online –**Add the following to the fee for physical exhibition | Flat fee as size is not relevant online | £50 | £50 |

# Appendix 2

### Permission to publish material from the London Metropolitan University Libraries and Special Collections (incl. The TUC Library Collections)

|  |  |
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| **Date** |  |