

# Order form for reproductions from the archives / collection of coins and medals

**Please print clearly and submit the completed form to the study room or send by post to:  
 Germanisches Nationalmuseum, Sekretariat Archive, Kornmarkt 1, 90402 Nürnberg,  
 Germany, email: archive@gnm.de, fax: +49 (0)911 1331200**

Name and surname

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Profession, company or institution

.....

House number and street

.....

Postcode, city,

country.....

..

Email

.....

.....

Please send the invoice  per email  per post

I would like to place a binding order for one scanned copy of each of the objects listed below.

**Intended use (please mark the appropriate box):**

- Not for publication; for personal use, private study, academic research or internal use
- For publication:
  - a. in academic publications (up to 1,000 copies)
  - b. in commercial or academic publications with a print run of more than 1,000 copies:  black/white  colour
  - c. at an exhibition
  - d. on the Internet for .... year(s)
  - e. on video

**Required quality:**

- Basic reading quality (jpeg, 100 dpi)  Print quality (tiff, 300 dpi)
- Additional printed scan (black/white)

**Delivery instructions:**  by post with CD and invoice (extra postage costs apply)  will be collected

per GNM data transfer (max. 15 files)  per email (basic reading quality only, max. 10 files)

Collection	Signature	Title, page number etc.
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Collection	Signature	Title, page number etc .

I accept the following **terms of delivery**:

1. The reproduction of archival material is subject to payment in line with the fees set by the management of the Germanisches Nationalmuseum that are valid at the time of ordering. The table of fees and charges can be downloaded at [http://www.gnm.de/fileadmin/redakteure/Museum/pdf/GNM\\_Gebuehrenverzeichnis\\_01\\_03\\_2012.pdf](http://www.gnm.de/fileadmin/redakteure/Museum/pdf/GNM_Gebuehrenverzeichnis_01_03_2012.pdf) or obtained from staff in the study room.
2. If the object is protected by copyright,
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4. Prior to the publication, distribution, or duplication of reproductions, written consent must be obtained from the Germanisches Nationalmuseum.
5. Any publication of a reproduction must clearly state the owner as either "Nürnberg, Germanisches Nationalmuseum, Deutsches Kunstarchiv", "Nürnberg, Germanisches Nationalmuseum, Historisches Archiv" or "Nürnberg, Germanisches Nationalmuseum, Münzkabinett" along with the relevant reference or inventory number.

6. A copy of any publications using reproductions is to be sent unprompted to the Germanisches Nationalmuseum.

.....  
.....  
Place, date Signature of the purchaser

**The fee for providing a scan or reproduction of archival material does not include reproduction fees that may apply in the case of publication.**

No reproduction fees will be charged for academic publications with a print run of up to 1,000 copies.

Reproduction fees for any intended commercial use or academic publications with a print run of more than 1,000 copies are calculated according to the table of fees and charges.

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***For staff use only***

***Berechnung der Kosten:***

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.... Scanprints	=	<i>Datum Barzahlung:</i>
.... Scan/s in Lesequalität	=	<i>z.d.A.</i>
.... Scan/s in Druckqualität	=	<i>Sachbearb. Hz.</i>
Bearbeitungsgebühren	= 5,00 €	
Zusätzliche Reproduktionsgebühren	=	
<b><u>Summe:</u></b>	=	

**Vorauszahlung nötig:**    nein    ja (bitte bei erfolgter Zahlung das Sekretariat der Archive informieren)