



**WISCONSIN
HISTORICAL
SOCIETY**

816 State Street, Madison, WI 53706

Visual Materials Collections
Lisa Marine, Business Manager
Email: lisa.marine@wisconsinhistory.org
Tel: 608-264-6475; Fax: 608-264-6472
<http://www.wisconsinhistory.org/whi/>

IMAGE ORDER FORM

CUSTOMER INFORMATION

Name _____

Affiliation _____

Address _____

City _____ State _____ Zip _____

County (Wisconsin residents only) _____

Email _____ Telephone _____

IMAGE INFORMATION (Complete one box for each image ordered.)

<p>IMAGE</p> <p>Image ID Number _____</p> <p>Title/description: _____</p> <p>How many copies would you like? _____</p> <p>CHOOSE A FINISH AND SIZE</p> <table border="0"> <thead> <tr> <th>Digital File (Not for personal use)</th> <th>Print</th> <th>Canvas</th> </tr> </thead> <tbody> <tr> <td>on CD</td> <td>Matte</td> <td>Canvas</td> </tr> <tr> <td>download</td> <td>Semi-gloss</td> <td></td> </tr> <tr> <td>400 ppi</td> <td>5 x 7</td> <td>5 x 7</td> </tr> <tr> <td></td> <td>8 x 10</td> <td>8 x 10</td> </tr> <tr> <td></td> <td>11 x 14</td> <td>11 x 14</td> </tr> <tr> <td>400 ppi (from oversized original)</td> <td>16 x 20</td> <td>16 x 20</td> </tr> <tr> <td></td> <td>20 x 24</td> <td>20 x 24</td> </tr> <tr> <td></td> <td>24 x 36</td> <td>24 x 36</td> </tr> <tr> <td>Over 400 ppi</td> <td>30 x 40</td> <td>30 x 40</td> </tr> <tr> <td></td> <td>Other _____</td> <td>Other _____</td> </tr> </tbody> </table>	Digital File (Not for personal use)	Print	Canvas	on CD	Matte	Canvas	download	Semi-gloss		400 ppi	5 x 7	5 x 7		8 x 10	8 x 10		11 x 14	11 x 14	400 ppi (from oversized original)	16 x 20	16 x 20		20 x 24	20 x 24		24 x 36	24 x 36	Over 400 ppi	30 x 40	30 x 40		Other _____	Other _____	<p>IMAGE</p> <p>Image ID Number _____</p> <p>Title/description: _____</p> <p>How many copies would you like? _____</p> <p>CHOOSE A FINISH AND SIZE</p> <table border="0"> <thead> <tr> <th>Digital File (Not for personal use)</th> <th>Print</th> <th>Canvas</th> </tr> </thead> <tbody> <tr> <td>on CD</td> <td>Matte</td> <td>Canvas</td> </tr> <tr> <td>download</td> <td>Semi-gloss</td> <td></td> </tr> <tr> <td>400 ppi</td> <td>5 x 7</td> <td>5 x 7</td> </tr> <tr> <td></td> <td>8 x 10</td> <td>8 x 10</td> </tr> <tr> <td></td> <td>11 x 14</td> <td>11 x 14</td> </tr> <tr> <td>400 ppi (from oversized original)</td> <td>16 x 20</td> <td>16 x 20</td> </tr> <tr> <td></td> <td>20 x 24</td> <td>20 x 24</td> </tr> <tr> <td></td> <td>24 x 36</td> <td>24 x 36</td> </tr> <tr> <td>Over 400 ppi</td> <td>30 x 40</td> <td>30 x 40</td> </tr> <tr> <td></td> <td>Other _____</td> <td>Other _____</td> </tr> </tbody> </table>	Digital File (Not for personal use)	Print	Canvas	on CD	Matte	Canvas	download	Semi-gloss		400 ppi	5 x 7	5 x 7		8 x 10	8 x 10		11 x 14	11 x 14	400 ppi (from oversized original)	16 x 20	16 x 20		20 x 24	20 x 24		24 x 36	24 x 36	Over 400 ppi	30 x 40	30 x 40		Other _____	Other _____
Digital File (Not for personal use)	Print	Canvas																																																																	
on CD	Matte	Canvas																																																																	
download	Semi-gloss																																																																		
400 ppi	5 x 7	5 x 7																																																																	
	8 x 10	8 x 10																																																																	
	11 x 14	11 x 14																																																																	
400 ppi (from oversized original)	16 x 20	16 x 20																																																																	
	20 x 24	20 x 24																																																																	
	24 x 36	24 x 36																																																																	
Over 400 ppi	30 x 40	30 x 40																																																																	
	Other _____	Other _____																																																																	
Digital File (Not for personal use)	Print	Canvas																																																																	
on CD	Matte	Canvas																																																																	
download	Semi-gloss																																																																		
400 ppi	5 x 7	5 x 7																																																																	
	8 x 10	8 x 10																																																																	
	11 x 14	11 x 14																																																																	
400 ppi (from oversized original)	16 x 20	16 x 20																																																																	
	20 x 24	20 x 24																																																																	
	24 x 36	24 x 36																																																																	
Over 400 ppi	30 x 40	30 x 40																																																																	
	Other _____	Other _____																																																																	

IMAGE

Image ID Number _____

Title/description:

How many copies would you like? _____

CHOOSE A FINISH AND SIZE

Digital File (Not for personal use)	Print	Canvas
on CD	Matte	Canvas
download	Semi-gloss	
400 ppi	5 x 7	5 x 7
	8 x 10	8 x 10
	11 x 14	11 x 14
400 ppi (from oversized original)	16 x 20	16 x 20
	20 x 24	20 x 24
	24 x 36	24 x 36
Over 400 ppi	30 x 40	30 x 40
	Other _____	Other _____

IMAGE

Image ID Number _____

Title/description:

How many copies would you like? _____

CHOOSE A FINISH AND SIZE

Digital File (Not for personal use)	Print	Canvas
on CD	Matte	Canvas
download	Semi-gloss	
400 ppi	5 x 7	5 x 7
	8 x 10	8 x 10
	11 x 14	11 x 14
400 ppi (from oversized original)	16 x 20	16 x 20
	20 x 24	20 x 24
	24 x 36	24 x 36
Over 400 ppi	30 x 40	30 x 40
	Other _____	Other _____

IMAGE

Image ID Number _____

Title/description:

How many copies would you like? _____

CHOOSE A FINISH AND SIZE

Digital File (Not for personal use)	Print	Canvas
on CD	Matte	Canvas
download	Semi-gloss	
400 ppi	5 x 7	5 x 7
	8 x 10	8 x 10
	11 x 14	11 x 14
400 ppi (from oversized original)	16 x 20	16 x 20
	20 x 24	20 x 24
	24 x 36	24 x 36
Over 400 ppi	30 x 40	30 x 40
	Other _____	Other _____

IMAGE

Image ID Number _____

Title/description:

How many copies would you like? _____

CHOOSE A FINISH AND SIZE

Digital File (Not for personal use)	Print	Canvas
on CD	Matte	Canvas
download	Semi-gloss	
400 ppi	5 x 7	5 x 7
	8 x 10	8 x 10
	11 x 14	11 x 14
400 ppi (from oversized original)	16 x 20	16 x 20
	20 x 24	20 x 24
	24 x 36	24 x 36
Over 400 ppi	30 x 40	30 x 40
	Other _____	Other _____

SHIPPING AND HANDLING

Please select your preferred delivery method:

- Mail my order (Orders are mailed via U.S. Postal Service. See shipping and handling fees below.)
- I will pick up my order at the Wisconsin Historical Society building. Email me when it's ready.
- RUSH my order (additional fee required).
- This order qualifies for non-profit or Wisconsin Tax Exempt status with ID # _____

Please contact Lisa Marine with any questions regarding your order:

lisa.marine@wisconsinhistory.org or 608-264-6475

METHOD OF PAYMENT

Send this form and your check to: Wisconsin Historical Society, Attn: Lisa Marine, 816 State Street, Room 407, Madison, WI 53706. Or pay with a credit card.

Credit Card # _____ Expiration Date _____

Name on Card _____

IMAGE USE AGREEMENT

I intend to use these reproductions

- For personal use** (display in the home or personal gift only)
- For public use** (print, website, PowerPoint, video, public or business display, etc.)

Images for publication or public use require permission and additional fees.

By signing below, you agree to these terms of use:

- 1) You agree to accept all legal responsibility for questions of copyright, literary rights or invasion of privacy that may arise from copying or making use of the image(s).
- 2) You agree not to sell, publish, share, reproduce, publicly display, broadcast or redistribute the image(s) in any format without first obtaining written permission from the Wisconsin Historical Society and paying a permission fee.
- 3) You agree you will not copy the image(s) in any form or by any means, including making prints from digital files, nor will you allow others to do so.
- 4) You acknowledge that images will not be cropped in printing unless requested. Original images may not be proportional to standard sizing, which can result in the size of the print being different from the size ordered. The image will be printed as close as possible to the size ordered.
- 5) You acknowledge that your purchased image(s) will be printed on semi-gloss paper (except for maps and documents, which will be printed on matte paper).
- 6) You agree to pay all costs in advance of receiving the image.

Signature _____ Date _____

TOTAL COST

Subtotal of cost of image(s)		
Rush delivery fee (if applicable)		
Shipping & handling fee (no fee for pick-up or electronic digital file delivery)		
SUBTOTAL		
Wisconsin Sales Tax Rate (for my county)	X	%
Wisconsin Sales Tax		
TOTAL		

Image Prices and Shipping/Handling

Standard Print Sizes

Images are not cropped in printing. Prints will be as close as possible to the standard size ordered.

Size	Print (matte or gloss)	Canvas (rolled, not stretched)
5x7	\$15.50	\$25.00
8x10	\$22.50	\$35.00
11x14	\$37.50	\$50.00
16x20	\$56.50	\$65.00
20x24	\$62.50	\$75.00
24x36	\$77.50	\$85.00
30x40	\$90.00	\$150.00

Larger print sizes available by request.

Digital Files

Digital files are not for personal use.

Size	Fee
400 ppi (standard size original)	\$22.50
400 ppi (from oversize original)	\$42.50
Larger than 400 ppi	TBD

Originals up to 12x18 are standard size.

Shipping and Handling

Print orders are typically mailed within 5 business days of receipt.

Total Cost of Order	Shipping and Handling Fee
up to \$30.00	\$7.95
from \$30.01 - \$50.00	\$9.95
from \$50.01 - \$100.00	\$14.95
from \$100.01 - \$250.00	\$18.95
from \$250.01 and up	\$24.95
HI, AK, Canada	add additional \$5.00
Other International	add \$25.00

Rush delivery available. Contact us for options and fees: 608-264-6475 or lisa.marine@wisconsinhistory.org.

Wisconsin Sales Tax Rates by County

County	Tax Rate	County	Tax Rate
Adams	5.5 %	Marathon	5.5 %
Ashland	5.5 %	Marinette	5.5 %
Barron	5.5 %	Marquette	5.5 %
Bayfield	5.5 %	Menominee	5.0 %
Brown	5.5 %	Milwaukee	5.6 %
Buffalo	5.5 %	Monroe	5.5 %
Burnett	5.5 %	Oconto	5.5 %
Calumet	5.0 %	Oneida	5.5 %
Chippewa	5.5 %	Outagamie	5.0 %
Clark	5.0 %	Ozaukee	5.6 %
Columbia	5.5 %	Pepin	5.5 %
Crawford	5.5 %	Pierce	5.5 %
Dane	5.5 %	Polk	5.5 %
Dodge	5.5 %	Portage	5.5 %
Door	5.5 %	Price	5.5 %
Douglas	5.5 %	Racine	5.1 %
Dunn	5.5 %	Richland	5.5 %
Eau Claire	5.5 %	Rock	5.0 %
Florence	5.0 %	Rusk	5.5 %
Fond du Lac	5.0 %	St. Croix	5.5 %
Forest	5.5 %	Sauk	5.5 %
Grant	5.5 %	Sawyer	5.5 %
Green	5.5 %	Shawano	5.5 %
Green Lake	5.5 %	Sheboygan	5.0 %
Iowa	5.5 %	Taylor	5.5 %
Iron	5.5 %	Trempealeau	5.5 %
Jackson	5.5 %	Vernon	5.5 %
Jefferson	5.5 %	Vilas	5.5 %
Juneau	5.5 %	Walworth	5.5 %
Kenosha	5.5 %	Washburn	5.5 %
Kewaunee	5.0 %	Washington	5.6 %
La Crosse	5.5 %	Waukesha	5.1 %
Lafayette	5.5 %	Waupaca	5.5 %
Langlade	5.5 %	Waushara	5.5 %
Lincoln	5.5 %	Winnebago	5.0 %
Manitowoc	5.0 %	Wood	5.5 %