



## Conditions

1. The Coos Historical & Maritime Museum receives many requests for information. Please allow at least 10 working days for a response. Research Requests are completed in the order that they are received.

### 2. Research Fees:

- a. The Coos Historical & Maritime Museum charges a non-refundable \$5 initial research fee. Payment is required when the research request form is submitted. This fee is waived for members of the Coos County Historical Society.
- b. If research takes the staff more than one hour, an hourly rate of \$10 per hour will be charged. If additional time is required, the requestor must grant permission. No additional research or charges will occur without your express permission.
- c. The Coos Historical & Maritime Museum charges .20 cents per page for photocopies of information from our research library.

3. **Photograph Reproductions:** The Coos Historical & Maritime Museum can sell reprints of most of the photographs in our collection. Our prices vary depending on the size of the reprint that is requested. Please contact a staff member for details.

**\*\* This Section for CHMM Staff Use Only\*\***

Response:

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Total Research Time: \_\_\_\_\_ Amount Due: \_\_\_\_\_

Statistics:

Researchers \_\_\_ Topics \_\_\_ Completed \_\_\_ Contacted \_\_\_\_\_ Payment Received \_\_\_\_\_