



HISTORICAL & GENEALOGICAL SOCIETY OF SOMERSET COUNTY LIBRARY

The following policy is designed to assist researchers with note-taking by permitting limited use of digital cameras. Photographs are for study purposes only and cannot be reproduced, transferred, published, or posted on the internet. Scanners and other electronic reproduction equipment are not allowed into the library.

Use of cameras is subject, but not limited to, the following conditions:

1. A Historical & Genealogical Society of Somerset County Flag must be photographed with each item. A list of items photographed must be kept and given to the Staff upon leaving the Library.
2. No tripods, camera flashes (other than built-in), or special lighting. Audible features on the camera must be turned off.
3. Patrons may not stand on chairs nor rearrange furniture to get a better image.
4. No more than 50 pages or 20% of any manuscript, book or file (whichever is smaller) can be photographed.
5. The library reserves the right to deny requests or revoke permission for any reason.
6. **WARNING CONCERNING COPYRIGHT RESTRICTIONS:**

The Copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted material. Under certain conditions specified in the law, libraries and archives are authorized to furnish a photocopy or other reproduction. One of these specified conditions is that the reproduction is not to be "used for any purpose other than private study, scholarship, or research." If a user makes a request for, or later uses, a photocopy or reproduction for purposes in excess of "Fair Use," that user may be liable for copyright infringement. The user agrees to defend, indemnify and hold harmless the Historical & Genealogical society of Somerset County, Inc. against all claims, demands, costs and expenses incurred by copyright infringement or any other legal or regulatory cause of action arising from the use of Library's materials.

7. The attached forms must be filled out and signed by the user. The form will be kept by the Historical & Genealogical Society of Somerset County, Inc. on record.
8. A fee will be charged for each image captured. This is to help defray the cost of library equipment. The cost is subject to change and will be posted in the library.