

Hertford Museum Fees & Charges as of April 2021



HERTFORD MUSEUM
Inspiring Generations

Service	Fee as at April 2021
Learning	
Sessions for schools at Hertford Museum (up to 30 children) Post codes SG13 & SG14 All other postcodes	£55 £85
Outreach: 2 X sessions (at the school, up to 35 children per session) Post codes SG13 & SG14 All other postcodes Outside 20 mile radius include 45p per mile mileage surcharge	£130 £180
Loan boxes: 1 week loan 3 week loan	£20 £50 or £75 including video
Museum Talks for Adults: With tea and cake	£60 per session Plus £3 per person
Volunteer led town guided walks:	£5 pp
Reminiscence sessions: Restricted funding available to lunch clubs etc for pay what you can scheme – please enquire	£95
Room Hire	
The Andrews Room: Museum opening hours (Tues-Sat 10am-5pm) Outside opening hours	£17.50 ph POA
The Resource Room: Museum opening hours (Tues-Sat 10am-5pm) Outside opening hours	£17.50 ph POA
Equipment hire: (laptop, projector, flip chart etc)	£20 per session
Refreshments: Tea & coffee Tea & coffee, cordial, biscuits Buffet lunch	£2 pp £3 pp POA

Curatorial Support		
Enquiries:*	Up to 30 minutes of staff time Additional 30 minutes Each hour thereafter	Free £15 £25
*We will endeavour to estimate the potential amount of time required to answer your enquiry and inform you of this before proceeding.		
Oral History Training:	Half day course at Hertford Museum Refreshments (per person) Half day course at customer premises	£450 £2.50 £500 + mileage
Conservation Freezer Hire:	Two weeks storage	£50
Archaeology Deposition:	Small finds box Bulk finds box Large unboxed object Documentary Archive box Roll of documents/ drawings	£120 £120 £120 £120 £120
Photocopying:	Black and white copies: A4 A3 Colour copies: A4 A3	10p 25p 50p £1
Image Licensing:		
Books:	Inner page: Print run up to 500 copies Print run up to 4000 (501-3999) copies Print run over 4000 copies Cover: Print run up to 500 copies Print run up to 4000 (501-3999) copies Print run over 4000 copies	£30 £60 £100 £80 £200 £300
Newspapers (including online editions):	Local National	£50 £100

Magazines(including online editions) (except where used as museum promotion – fee waived at Curator’s discretion):	
<p style="text-align: right;">Inner page:</p> <p style="text-align: right;">Local £40</p> <p style="text-align: right;">National/International £80</p> <p style="text-align: right;">Cover:</p> <p style="text-align: right;">Local £80</p> <p style="text-align: right;">National/International £160</p>	
Television: (first broadcast, price in brackets per subsequent repeat)	
<p style="text-align: right;">Local broadcast £50 (£30)</p> <p style="text-align: right;">Single country broadcast £90 (£50)</p> <p style="text-align: right;">World broadcast £200 (£100)</p>	
Exhibitions:	POA
Commercial Web (10 years) and Social Media Use:	
<p style="text-align: right;">East Herts based Social Media use (up to 3 uses) £30</p> <p style="text-align: right;">Non East Herts based Social Media use (up to 3 uses) £60</p> <p style="text-align: right;">East Herts based business website or blog £75</p> <p style="text-align: right;">Non-East Herts based business website or blog £150</p>	
For display at business premises:	
<p style="text-align: right;">A3 print £50</p> <p style="text-align: right;">A4 print £38</p> <p style="text-align: right;">A5 print £25</p>	
For private use:	
<p style="text-align: right;">A3 print £20</p> <p style="text-align: right;">A4 print £15</p> <p style="text-align: right;">A5 print £7.50</p>	
Photography and scanning charges*	
<p style="text-align: right;">Scanning £15 per item</p> <p style="text-align: right;">In-house photography £30 per item</p> <p><i>* All fees are per work to be digitised. Discounts may be given where multiple works need to be scanned or photographed. External photographers may be used if we do not have sufficient staff or equipment to photograph the work in question. Fees for external photographers will be negotiated on a case by case basis.</i></p>	
Filming at Hertford Museum:	POA