



**TAHOE MARITIME MUSEUM**  
 P.O. Box 627  
 Homewood, CA 96141  
 530-525-9253 • (Fax) 530-525-9283  
 collections@tahoemaritime.org

# RESEARCH REQUEST

To submit a research request, complete this form and then fax, mail, or e-mail it to the Museum at the address above. Staff will evaluate the request, and inform you as to whether the request can be fulfilled. If the request can be fulfilled, we will contact you as soon as the material has been located to review your options for receiving the information. Payment must be received before the material will be shipped. Museum members receive a discount on research services. Please note that these fees apply regardless of whether you submit the request by mail, electronically, or in-person. Proceeds received from research fees help defray the costs associated with maintaining the Museum's archival and library collections.

## Researcher Contact Information

Name: \_\_\_\_\_ Phone: ( \_\_\_\_\_ ) \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Affiliation: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

## Research Request

Please describe your request in as much detail as possible. For a vessel, provide details such as the year, marque, model, length, beam and composition. For a motor, please provide details such as make, model, year, horsepower and number of cylinders. Please continue on the back of this sheet if necessary.

## Fee Schedule (staff use only)

Member Fee \_\_\_\_\_ at \$5 = \$ \_\_\_\_\_  
 Non-Member Fee \_\_\_\_\_ at \$15 = \$ \_\_\_\_\_

### Copying

letter-size photocopying \_\_\_\_\_ at \$1 / page = \$ \_\_\_\_\_  
 legal-size photocopying \_\_\_\_\_ at \$1.50 / page = \$ \_\_\_\_\_  
 tabloid-size photocopy \_\_\_\_\_ at \$2 / page = \$ \_\_\_\_\_  
 Scanning \_\_\_\_\_ at \$1 / page = \$ \_\_\_\_\_  
 Digital photography \_\_\_\_\_ at \$1 / image = \$ \_\_\_\_\_

### Output

on letter-size photo paper \_\_\_\_\_ at \$5 / page = \$ \_\_\_\_\_  
 on legal-size photo paper \_\_\_\_\_ at \$7.50 / page = \$ \_\_\_\_\_  
 on tabloid-size photo paper \_\_\_\_\_ at \$10 / page = \$ \_\_\_\_\_  
 larger than 11" x 17" \_\_\_\_\_ call for quotation = \$ \_\_\_\_\_  
 on CD \_\_\_\_\_ at \$10 / disk = \$ \_\_\_\_\_

### Postage and Handling

1 to 10 pages \_\_\_\_\_ at \$2.50 = \$ \_\_\_\_\_  
 11 to 25 pages \_\_\_\_\_ at \$5 = \$ \_\_\_\_\_  
 26+ pages \_\_\_\_\_ at \$10 = \$ \_\_\_\_\_  
 CD \_\_\_\_\_ at \$5 = \$ \_\_\_\_\_

CA State residents add 7.25 % tax

**TOTAL** \$ \_\_\_\_\_

### PLEASE NOTE:

*The user of this material assumes all responsibilities for issues of copyright and for securing copyright clearance.*

*If this material is for publication, credit line should read: "Courtesy of the Tahoe Maritime Museum, Homewood, CA."*

Completed by \_\_\_\_\_ Payment received: \_\_\_\_\_ Information sent: \_\_\_\_\_