



MAP LIBRARY

AIR PHOTO REQUEST FORM

IMPORTANT!!!

Name : _____
 Student # : _____
 Phone # : _____
 Email : _____
 Class/Instructor: _____
 Today's Date: _____

How you would like us to contact you when your job is done?



GEOGRAPHIC AREA

(please be specific as possible)

State: _____

County: _____

Latitude/Longitude: _____

Township/Range/Section: _____

Distinguishing physical features: _____

Time Frame (please check with us first about our possible coverage)

Oldest coverage (pre 1970) _____ Newer coverage (post 1970) _____

TOTAL PROJECT COST: \$

(CHECKS ONLY!!!! Please make checks payable to Huxley Map Library)

Public Fee (WWU Patrons are not charged)

Baseline fee for first flight:
 \$25.00 Small site (regular site – urban area)
 \$35.00 Medium site (multiple block site in urban area)
 \$45.00 Large site (deltas, coastlines, powerlines, etc)
 \$55.00 For sites larger than those above
 \$10.00 For each additional flight year
 \$25.00 Additional for Rush Charge (same day)

What You Need to Know:

- 1) We do not pull air photos on demand, but require 24 hrs to fill the request.
- 2) Air photos **are NOT to leave** the Map Library.
- 3) Air photos **may not be traced**, as doing so will leave an indentation on the photo.
- 4) Air photos **may be copyright**, depending on who produced them. Please ASK!
- 5) All air photos **must be used within 4 days of pulling** or they will be re-filed.

GENERAL INFORMATION

1) Photos may be viewed the following business day free of charge. No additional frames may be pulled without additional search fees. Additional viewing days will be charged \$5/day.

2) Conducting a search does not guarantee that there will be coverage of your area. The Huxley Map Library must receive payment before proceeding with a search. Fees paid cannot be refunded.

3) Searches and retrieval are performed by Map Librarian and student assistants.

4) Fees will not be assessed for students performing course assignments but the instructor and course will need to be identified.

5) Fees will not be assessed for faculty course preparation or research.

6) Government agencies and jurisdictions will be handled on a case by case basis and may include reciprocal access to their resources.

Date/Time job completed: _____ Date/Time of pick-up: _____

Staff Initials: _____ Patron Signature (at pick-up): _____