

# RESEARCH SERVICES AGREEMENT

National Cowboy & Western Heritage Museum  
Donald C. & Elizabeth M. Dickinson Research Center  
1700 Northeast 63rd Street  
Oklahoma City, Oklahoma 73111

Job # \_\_\_\_\_

Received  
Fax forms to: (405) 478-6421  
Mail to: Karen Spilman/ Laura Heller

Please schedule an appointment to visit the Center's reading room by calling **(405) 478-2250, extension 276 or 290.** You can also request research services by completing, signing and returning this form. A staff member will conduct research (including images research) on your behalf at a minimum fee of **\$20.00 per hour.** Research costs will also include **photocopies at \$.20 per copy and shipping.** Please **fax** this form to **(405) 478-6421**, or mail to address above.

_____ NAME		_____ COMPANY OR ORGANIZATION	
_____ STREET/MAILING ADDRESS		_____ CITY/TOWN	_____ STATE
_____ TELEPHONE #		_____ FAX #	_____ ZIP CODE
_____ ( )		_____ E-MAIL	

**Information Requested** (Please be specific and concise): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Number of Research Hours Requested: \_\_\_\_\_ Date of Request: \_\_\_\_\_

**Date Research Information Required (minimum notice of 1 week):** \_\_\_\_\_

*By signing this form, you are agreeing to all conditions and charges.*

**Signature** \_\_\_\_\_

**For NC&WHM Use only**

Research Fee: \_\_\_\_\_ Hour(s) @ \$20.00 = \_\_\_\_\_ Photocopy Charges: \_\_\_\_\_ @ \$.20 ea. = \_\_\_\_\_

Color copies: \_\_\_\_\_ @ \$1.00 ea. = \_\_\_\_\_ PDF delivery (<10MB/e-mail): \_\_\_\_\_ @ \$.30 ea. = \_\_\_\_\_

Shipping (U.S. Priority) : \_\_\_\_\_ 10-125 copies, \$4.25; 126-250 copies, \$8.25; 251-375 copies, \$12.50; 376-500 copies, \$16.75

For low resolution reference/review jpegs of photographic images, please complete the Images Request form.

**TOTAL PAYMENT DUE\*\*:** \_\_\_\_\_

\*\*Foreign applicants must pay all invoiced charges with funds drawn on a U.S. bank in U.S. dollars and with no deduction of bank fees. If paying by credit card, please complete our credit card information form.