

Fee schedule of the Stiftung Deutsche Kinemathek

Preamble

The Stiftung Deutsche Kinemathek – Museum für Film und Fernsehen is one of Europe's leading institutions dedicated to preserving and communicating audiovisual heritage. In its interim quarters at E-Werk, it offers a wide range of opportunities to experience film and television until a new film house opens. Collections, archives and a specialist library make it central for scholarship and research. The diverse holdings of the Kinemathek are used not only by researchers and journalists for study and publication – the materials are, in principle, intended to be accessible to all. However, within the framework of sound financial management, the Deutsche Kinemathek is obliged to generate income. The following fee schedule sets out the corresponding prices for services provided by the Stiftung Deutsche Kinemathek within the scope of its statutory tasks. The following general regulations apply:

1. General regulations

1.1. No fees are charged for simple verbal and written information.

1.2. Upon presentation of the relevant documents or written proof, the following may be exempted from payment:

1.2.1. Unemployed persons who fall under the regulations of the German Federal Employment Agency who can prove that they are acting on their own behalf.

1.2.2. Students, trainees, school pupils, researchers and teachers who wish to use the archive materials of the Deutsche Kinemathek for non-commercial purposes within the scope of their tasks for the preparation of undergraduate and master's theses or PhD dissertations.

1.2.3. Employees and representatives of non-profit organizations with existing contractual cooperation agreements or where cooperation can be demonstrated in another manner.

1.2.4. When reciprocity regarding cost exemption exists in cooperation with other publicly funded cultural institutions or other public-serving institutions.

1.3. Exemption is generally not possible if the above-mentioned persons are entitled to pass on fees to third parties. Further exemptions and/or special agreements may be arranged separately in individual or exceptional cases. These are decided by the Board.

1.4. All amounts stated are gross amounts, as fees collected by the Stiftung Deutsche Kinemathek are not eligible for input tax deduction. Fees are always based on a started unit, such as a day, half an hour, or an hour.

1.5. The following regulations apply when obtaining usage rights:

1.5.1. The Board or its authorized staff may, upon request, grant permission for the printing or other use of collection objects as well as for reproduction on image and sound storage media across all areas. A request must be responded to within three weeks. Processing times for requests may differ.

1.5.2. The use of image material is subject to a fee and may only be used for the purpose stated when ordering. The person ordering is obliged to provide the necessary information in writing. Only simple usage rights, limited in content and territory, are granted. The usage rights are deemed to have not been transferred if the fixed charge is not paid.

1.5.3. If the Stiftung Deutsche Kinemathek is not the holder of the rights to the works, it cannot grant them. It is not liable for third-party claims arising from use. In this case, rights clearance is the responsibility of users and borrowers. A rights release must always be obtained. The Stiftung Deutsche Kinemathek assumes no guarantee for the accuracy, completeness or quality of information provided on collection items.

1.5.4. Delivered images or similar may not be altered without special permission. This also

applies to reproductions on modified carrier materials (including digital media).

1.5.5. Any further use requires written permission. Materials may not be reproduced, copied, duplicated or otherwise used without prior permission. Transfer to third parties is prohibited.

1.5.6. Please note:

1.5.7. Unless otherwise regulated in this fee schedule, the (image) source must be clearly indicated as: Stiftung Deutsche Kinemathek, as well as the name of the rights holder. The source must be cited in such a way that no doubt can arise regarding the classification of image and source. If the source is omitted or not clearly stated, the fee increases by 100%. In the case of unauthorized publication, the Deutsche Kinemathek reserves the right to take legal action.

1.6. Separate regulations apply to the following areas, which are not part of this fee schedule:

1.6.1. Fees for rental and leasing of rooms, on request

1.6.2. Fees for → Education/Public information offers

1.6.3. Fees for → Tickets

2. Use of archive materials in the rooms of the Deutsche Kinemathek

2.1. Cards, photographs, posters, sound recordings, written materials and other archive materials requiring special effort due to its format or type of record, per day: €25.00

2.2. Technical devices (projectors, cameras, etc.), models, costumes, per day: €75.00

2.3. Processing of enquiries and provision of film-related materials: research, information, provision, per ½ hour: €25.00

2.4. Viewing of cinema films at the projection table or playback of sound storage media, per ½ hour: €15.00

2.5. Viewing of films in video formats, per item: €10.00

3. Use of archive materials outside the rooms of the Deutsche Kinemathek

3.1. Copies/scans of film-related materials

3.1.1. Photocopies of sheet or image originals: first 30 copies, DIN A4, each: €0.30; from the 31st copy, each: €0.50

For students, school pupils, researchers, etc.: first 30 copies, DIN A4, each: €0.15; from the 31st copy, each: €0.30 as well as microfilm/microfiche originals DIN A3, each: €0.50

3.1.2. Scan of a photograph: €10.00

3.1.3. Scan of a document page: €10.00

3.1.4. Processing fee for creating photocopies, per hour: €25.00

3.2. Fees for film rental

Prices must be requested from the Film Distribution Library. Depending on the licensor's requirements, higher prices may apply. As orientation:

3.2.1. Short film: €30.00

3.2.2. Children's film: €60.00

3.2.3. Feature film: €150.00

3.2.4. Festival and foreign loans of short/feature films: €200.00 / €400.00

3.2.5. External DVD: permission to screen an external DVD per item: €15.00

3.3. Film-technical processing during use (diagnosis, repair of print damage etc.), plus material costs, per hour: €45.00

3.4. Permanent outsourcing of contractually bound film materials: Subsequent storage fee from date of delivery per media unit (cassette, can) per year: €5.00 or per terabyte per year: €10.00

3.5. 3.5. Permanent outsourcing of contractually bound film-related materials: Storage fee from date of delivery per shelf meter or m³ per year: €100.00

3.6. Processing enquiries, provision: Retrieving recordings from audiovisual media: research, information, retrieval, per ½ hour: €25.00

3.7. Production of viewing media (DVD, file)

3.7.1. Viewing media created from digital originals per item: €50.00

3.7.2. Production from analog originals per minute: price on request

4. Use of archival documents for exhibitions and similar purposes

4.1. Museum loans, especially for exhibitions, are governed by loan agreements. Loans are free of charge if reciprocity exists, although processing costs per object, condition reports and restoration costs may be charged (cf. Fig. 4.5 to 4.7.). If there is no reciprocity, the fee is set by the Board.

4.2. Costs for transport, transport and exhibition insurance, and other expenses (e.g. packaging) must be borne entirely by the borrower.

4.2.1. There is no entitlement to the loan of museum property.

4.3. Loan requests must be submitted in writing at least four months in advance.

4.4 Processing costs for loan transactions are according to Fig. 4.1.

4.4.1. Prints/drawings, photography, written materials, per archive item: €10.00

4.4.2. Textiles, 3D objects, technology, per archive item: €25.00

4.4.3. Marlene Dietrich Collection Berlin and Ken Adam Archive, per hour: €50.00

4.5. For retrieval, preparation of condition reports etc., 0.5% of the insurance value is charged. If this cannot be determined, it will be estimated by the Deutsche Kinemathek Foundation.

4.6. Necessary restoration work is included in the loan agreement whereby a cost arrangement including a separate processing fee is agreed upon.

4.7. Use of film excerpts incl. rights per title in exhibitions: basic flat fee: €150.00 plus per film and day (as an orientation): €20.00

5. Use of archive materials for reproduction or publication in all currently known forms and types of use

The fees listed under Fig. 5 do not include licenses and rights of use, which must be clarified in each individual case and agreed in writing.

5.1. Written materials per sheet/scan: €10.00

5.2. Prints/drawings per object: €25.00

5.3. 3D objects, technology and textiles, per object: €110.00

5.4. Photographs per sheet/scan: €10.00 plus archive usage fee per scan: €40.00

5.5. For commercial or non-scientific use: see also Fig. 6.2.2.

5.6. If license fees are charged by the Stiftung Deutsche Kinemathek, they are based on the currently valid overview of standard market remuneration for image usage rights (image fees, published by the Mittelstandsgemeinschaft Foto-Marketing or MFM). In these cases, the archive usage fee according to sections 5.5. and 6.2.2. does not apply.

5.7. For the Marlene Dietrich Collection Berlin and Ken Adam Archive, the following usage fees apply:

5.7.1. Written materials, photographs, prints/drawings, textiles, 3D objects, per item: €100.00

5.7.2. Use on a cover, per item: €200.00

5.8. Use of sound storage media or parts thereof in new productions, per playback minute: €20.00

5.9. Usage fee for copying audiovisual media plus copying costs, if applicable:

5.9.1. Processing time for unbinding, per hour: €45.00

5.9.2. Material usage fee, per minute: €100.00

5.9.3. Use of entire film reels/media units, per minute: €60.00

5.9.4. In the case of secondary use, 50% of the reproduction fee will be charged in accordance with the above-mentioned items and fees.

6. Commercial or non-scholarly use of archive materials

6.1. The Board decides on the loan of museum objects to commercial institutions, private individuals, etc. In each individual case, fees shall be determined by the Board based on the value and duration of the loan.

6.2. Regardless of this, the following fees apply:

6.2.1. Fee for research in the Film/Television/ Print Archives for commercial use per hour: €80.00

6.2.2. When using archival materials for commercial or non-scientific purposes (e.g., film and television production, book productions with higher or special print runs), usage fee per object/scan: €40.00.

7. Use of rooms for photo or film shoots

Visitors are only permitted to take photographs or make audiovisual recordings at the Deutsche Kinemathek with the consent of the Board or a person authorized by it. Special regulations apply to the granting of photography or filming permits and filming to protect the collections. Permits for museum or commercial filming and photography in the exhibition rooms are issued by the press office. An expense allowance of €95.20 per hour and the costs for support, including technical assistance, are charged. These costs are invoiced separately by the museum service provider.

7.1. The fee for the use of publicly accessible rooms for film or photo shoots (and motif costs) is €95.20 per hour.

7.2. Filming in other archive rooms not open to the public for the purpose of recording archive material costs €95.20 per hour plus support from staff for preparation and on-site supervision at a rate of €29.75 per person per hour.

7.3. Use of the Film Archive rooms: Usage fee for viewing room per hour €71.40 plus support from staff for preparation and on-site assistance per person from the film archive, per hour: €29.75

8. Special Regulations for the Marlene Dietrich Collection Berlin and Ken Adam Archive

8.1. Filming per day in the rooms of the MDCB: €89.25 plus support from staff per hour: €89.25/h

8.2. The alteration of textiles and the reproduction of objects and accessories for purposes for which originals cannot be loaned for conservation reasons, such as film productions, shall be carried out exclusively by the Deutsche Kinemathek Foundation and at the expense of the users. After use, the duplicates created shall become the property of the Deutsche Kinemathek Foundation. In the case of high production costs, these may be offset against any fees incurred.

8.3. The Stiftung Deutsche Kinemathek must be named as the lender or source (e.g., in the credits of film/television productions, in imprints, etc.) as follows: "Stiftung Deutsche Kinemathek – Marlene Dietrich Collection Berlin" or "Stiftung Deutsche Kinemathek – Ken Adam Archive."

9. Library

9.1. Use of the library and the issue of library cards are generally free of charge.

9.2. Replacement card: €5.00

9.3. Overdue fee per media unit/day: €0.50

9.4. Return request after expiry of the loan period, per letter by post, email, or telephone call: €5.00

9.5. Address search to produce a reminder: €5.00

9.6. Initiation of court reminder proceedings: €80.00

9.7. Loss of media or books, as well as loss of a locker key or copy card (in addition to the cost of replacement) €20.00

9.8. Scan per page: €10.00

9.9. A card copier is available in the library. The current copying costs are listed on the notice board in the library.

This fee schedule enters into force on 1 June 2025 and is valid until revoked or until a new version is published.

Berlin, 30 May 2025

Heleen Gerritsen, Artistic Director / Board

Florian Bolenius, Administrative Director / Board