

Kirkby Gallery & Prescott Museum Charges

Session delivery

Self-led visit (9.30-11.30am or 1-3pm) FREE
This requires the teacher / group leader to deliver their own session in our venue.

Staff-led visitor talk (Up to 2 hours) £50

We will deliver your session. We can provide a bespoke talk based on the current exhibition or displays, maximum total group size of 40. Please note: the maximum group size for a behind-the-scenes visit to Prescott Museum is 30 children + staff or 20 adults due to the confined space in the Museum Store.

Teacher First events FREE
(An informal preview opportunity for teaching staff from Primary to HE level)

Please note: all groups are responsible for their transport to and from our venues.

Resources

Loan of a contemporary artwork for 6 months £200
Including display case and delivery, insurance cover to be negotiated.

Loan of a *Mini Museum* or *Little BIG Art Gallery* for up to 6 months £200
Including delivery, insurance cover to be negotiated. This includes a behind-the-scenes visit for school groups to Prescott Museum or Kirkby Gallery.

Friends of Kirkby Gallery & Prescott Museum

Annual Membership Subscription Rates

Annual Single Subscription	£15.00
Family	£20.00
OAP / Student	£8.00
Joint OAP	£14.00

As well as individuals and families, Friends of Kirkby Gallery & Prescott Museum also offers membership to local Schools and Colleges. The aim is to give Schools and Colleges with an interest in the arts and learning outside the classroom the opportunity to support the activities in Kirkby Gallery and Prescott Museum, along with the purchase of new works and community engagement activities of the Gallery and Museum. The benefits of being a member include:

- 1 x 'Behind the scenes' visit to Prescott Museum
- 1 x Large exhibition poster or print
- 1 x Art loan for 6 months (subject to availability)
- Priority bookings for class / group visits to Kirkby Gallery
- Priority entry into the Open Art exhibition (we will frame up to 5 artworks)
- Class goody bags for each visit to either Kirkby Gallery or Museum (subject to availability)

Annual Membership for Primary & Secondary Schools	£100.00
Annual Membership for Colleges of Further Education	£200.00
Annual Membership for Higher Education establishments	£400.00

Print & Image Usage fees

Prescott Museum's collection contains 1000s of photographs relating to the people and history of Knowsley as a borough, depicting the changes in the area over the years.

Image reproduction fees

For personal research purposes or use in non-income generating presentations, we charge £2.50 for a digital copy of an image. Digital images will be transferred via email or a file share programme. If a CD is requested there may be an additional charge to cover costs and P&P.

High quality copies can be printed on A4 photo paper, at a cost of £2 per image.

For all other reproductions, we will charge the following:

Prints, books and e-books - personal/local	£10
Prints, books and e-books - Educational and Academic	£30

Prints, books and e-books - Commercial	£50
TV - Local (one time only)	£30
TV - UK Rights	£60
TV - International/DVD	£100

Unless otherwise stated all photos must be accompanied with the text 'Reproduced with permission from Prescott Museum'. Some of the photos may still be in copyright and it is the responsibility of the purchaser to make an effort to trace the copyright holder. Prescott Museum / Knowsley Council accepts no liability for any infringement caused by a purchaser's use of a copyrighted image. We may waive the fee for academic publications if a copy of the publication is donated to Prescott Museum.

Museum Enquiries / Research Service

Not everyone can make a physical visit to the Museum / Museum Collection Store, so we welcome remote enquiries submitted by telephone, email, letter or via social media. In cases where the enquiry cannot be dealt with within the free of charge 30 minute period offered, enquirers will be given the option to engage the Research Service.

- Research will utilise the full range of our collections and other departmental contacts (where applicable)
- The Enquirer will submit a research request on the form provided. A free, 30 minute assessment will be carried out in order to determine the complexity of the enquiry
- Once accepted, the Service will be charged at the following rates:
The minimum cost is £20.00 and the first hour or part thereof will be costed at £20.00; time can then be purchased in half hour units costing £10.00 each, up to a maximum of 5 hours or £100.00:

First 30 minutes: Free assessment

On acceptance: 1st hour or part of an hour = £20

1 ½ hours = £30 2 hours = £40

2 ½ hours = £50 3 hours = £60

3 ½ hours = £70 4 hours = £80

4 ½ hours = £90 5 hours = £100

- Enquirers will book and pay for time in advance and research will be carried out according to the Enquirer's instructions, as set out in the research request form until all of the time purchased has been used
- A report detailing the methodology, sources and information found will be provided in the Enquirer's preferred format
- Further research can be booked by opening a new enquiry
- Copies of documents can be ordered, subject to copyright, via completion of a 'conditions of usage' form and the status and condition of the original material
- Photocopies and postage will be charged separately
- We accept payment by cash or cheque made out to **Knowsley Council** and we will provide a receipt for all payments received

Prescot Museum cannot guarantee that research will provide the information requested and we are unable to accept any liability for any losses or injury caused by the sharing of any information.