

## Archivision Research Library – in LUNA

Institution: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Contact: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

Existing client of Archivision? YES / NEW CLIENT

Archivision Sales rep? \_\_\_\_\_

Archivision Library modules you have licensed to date (circle):

BASE / ONE / TWO / THREE / FOUR / FIVE / SIX / SEVEN / EIGHT / NINE

*Archivision will confirm and authorize Luna to turn on access.*

**Sign up at any time. The service will be “turned on” within 10 to 15 working days of receipt of your set-up fee, annual access charges (where applicable) and this signed Agreement unless you are notified otherwise as per mutual agreement.**

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### Definitions

**Hosted Access** is defined as access to Archivision, Inc. images that have been licensed in perpetuity and paid for by an institution and where a signed Archivision Site License is on file with Archivision. Access is provided to the Archivision Library in Library Modules only (Base Collection plus sequential Addition Modules that have been licensed).

Note: Hosted Access is a service for Archivision clients and differs from a typical subscription because the images have been licensed and paid for in perpetuity by the institution. Subscription Access is defined as annual access to Archivision images for institutions that have NOT licensed the images in perpetuity. Subscription Access information is not addressed in this document.

**Service Provider** is defined as any sanctioned commercial entity that provides access to licensed Archivision content via Archivision Library Modules on their own server as a service to clients of Archivision. The Service Provider may charge a set-up fee and may charge for annual access as per the Hosted Access Fee Schedule posted on the Archivision website at the URL given above.

The Service Provider may also produce incentives where you license or have licensed a substantial product or service to keep your access free, as per the terms of your Service Provider stated below in this agreement. There are currently two sanctioned Archivision Library Module Service Providers: 1) Luna Imaging, Inc. and 2) vrcHost.

### Agreement

You may elect to take the Archivision Library modules you have licensed home AT ANY TIME – however, the hosting set-up fee and access fees charged (if applicable) are non-refundable.

Should you wish to transfer the Archivision Library modules you have licensed to your server please contact Archivision at [contact@archivision.com](mailto:contact@archivision.com) and ask them to send you the metadata and all the derivative files on a drive; there is currently a shipping fee of \$75 and you may keep the drive as your back up if you pay the additional charge of \$125.

While every precaution has been made to avoid service interruption Luna Imaging, Inc. is not responsible nor liable in any manner for any interruption in access to the Archivision Library, or further content you have access to, for your institution. Furthermore, Luna Imaging Inc. is not liable in any manner for personal content which you upload onto our servers and we reserve the right to remove inappropriate material at our sole discretion.

### **Keeping it Current**

From time to time as you license new Archivision Library Modules notify Luna and we will get authorization from Archivision to turn on your new content. We will attach the authorization email from Archivision to this agreement and you should do the same to keep it up to date. No further changes are need to this agreement.

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### Access Details:

Viewing the Archivision library in the **LUNA** browser provides users with more than just pages of thumbnails. Along with the most sophisticated viewing tools available, **LUNA** gives users powerful tools for discovering, organizing, personalizing, and sharing content:

Authentication is provided through Luna Imaging's authentication management. Archivision images are available for download or export to PowerPoint but must remain behind firewalls as per the restrictions of your Archivision Site License Agreement.

### Fees

#### One-time Set-up:

There is a one-time set-up fee of \$350 per campus making the request for Luna and non Luna clients. For Luna software clients Luna will then prepare the installer specific to the licensed Archivision modules. Luna software clients will receive the installer as a .zip file with instructions. Institutions will be invoiced by Luna

#### Access Fees:

##### Luna Software Clients

FREE to all LUNA software clients who have licensed Archivision Library modules.

- ONE-TIME SET-UP FEE: \$350
- ACCESS FEE: ongoing access is FREE

##### Non-Luna Software Clients

ANNUAL ACCESS FEES apply for all non-Luna software clients as per the access fee schedule found here: [www.archivision.com/educational/access\\_options.html](http://www.archivision.com/educational/access_options.html)

- ONE-TIME SET-UP FEE: \$350
- ACCESS FEE: Annual access fee is determined here:  
[www.archivision.com/educational/access\\_options.html](http://www.archivision.com/educational/access_options.html)

Please confirm your annual Luna access fee and write it here: \$\_\_\_\_\_

Note: Access fees paid may be credited towards Insight + LUNA Site License or Hosted Service with Luna Imaging

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### **Annual access fees**

Any annual access fees paid cover the date from when your service was “turned on” until one calendar year has passed from that date (365 days) and subsequent 365 day terms for which you have requested and paid for access. All access fees will be quoted and billed by your chosen Service Provider, namely Luna Imaging Inc., 60 days prior to the end of your 365 day cycle, and will renew automatically for successive 365 day terms, provided that the annual hosted access fees are paid and no notice of change of terms is given by the Service Provider or you. All annual hosted access fees are subject to change with notice on your renewal invoice date.

### **If your access service is terminated you may re-sign up at any time**

You may at any time re-sign up for any Hosted Access Service currently available. You may need to pay the current set-up fee per campus for each new start request and any access charges that may apply from your new Service Provider.

\* \* \*

### **Designated local hosting administrator or IT specialist as contact:**

Name: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email: \_\_\_\_\_

Fax: \_\_\_\_\_

**Archivision Research Library – in LUNA**

This Hosted Access Service Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

IN WITNESS WHEREOF, the parties, Luna Imaging Inc. and your institution, namely \_\_\_\_\_ have caused this Agreement to be executed by their duly authorized representatives as of the date written above. The agreement will become active upon receipt of our counter signed copy and payment of any fees that apply. Access will commence the day service is “turned on” and Luna will notify your contacts by email that day. Once signed this agreement should be attached to your Archivision Site License Agreement. Please ensure that they are attached in your file.

\_\_\_\_\_,  
on behalf of Luna Imaging, Inc:

Signing Officers for the institution:

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

NOTE: Please fax this agreement page back with your signature(s) to 323-221-2846 and we will counter sign and fax it back to you. Alternately, you can print out two copies, sign both, and mail both copies to us for our counter signature – we will then mail one copy back to you. Please mail to:

**Luna Imaging, Inc.**  
**2702 Media Center Drive**  
**Los Angeles, CA 90065**

ph 800-452-LUNA (5862)  
fx 323-221-2846  
www.lunaimaging.com