

SBHS/ Sodus Bay Lighthouse Museum

Accessibility and Museum Policies (10/8/10)

Accessibility

The Sodus Bay Lighthouse Museum is wheel chair accessible on the first floor only. There are also handicapped parking spaces available near the museum parking lot. Special parking needs can be arranged by prior request via the museum director. Wheelchair access may be made via the ramp located on the south side of the building and tower doorway.

Restrooms for visitor use are located on the first floor and at the rear of the lighthouse garage during most of the open season. A disabled person's accessible restroom is located on the museum ground floor only.

Museum Policies

Thank you for your help in maintaining a safe environment for visitors and museum artefacts.

Photography & Video: We ask that visitors avoid flash and tripod photography in the museum. Copyright issues and other regulations prevent us from being able to grant permission.

Food & Beverages: The consumption and possession of all food and beverages are not permitted in the exhibition or gift shop areas.

Care of Artwork: Special care must be taken to preserve the artwork and maintain the presentation of each exhibition. Visitors are not permitted to touch the artwork, objects or display cases and stand or sit on platforms. Please take special care in the galleries with strollers, wheelchairs and walkers.

Cell Phones: In the interest of maintaining a pleasant environment for all of our guests, visitors are asked to place cell phones on silent mode or turn them off while in the galleries. If an important phone call is received, please leave the galleries to have your conversation.

Pets: Pets are not permitted in the museum, with the exception of guide dogs and resident director's pet(s).

Shirt and Shoes: Visitors are required to wear a shirt and shoes at all times while in the building.

Dangerous Weapons: There are no firearms or dangerous weapons of any kind permitted on the premises.

Inappropriate Conduct: At no time will individuals engage in any activity that is dangerous or offensive to other visitors, staff or artwork.

Children: Children ages 12 and under are to be accompanied and supervised by an adult at all times while inside the museum. (Excludes supervised children's programming.)

Sketching: Sketching is welcome in the galleries with dry media (pencil only) when visitor capacity allows. Artist working with wet media must obtain permission.

Failure to Comply: If an individual(s) refuses to comply with the established policies, he or she will be asked to leave the museum. If the individual refuses to leave the museum, the police will be called and that person will be charged with trespassing.

Object Appraisals: The Sodus Bay Historical Society and Sodus Bay Lighthouse Museum are often asked to suggest someone to evaluate art or artifacts. The museum, like all other museums, is not permitted to provide appraisal services. There are many professional appraisers in the metropolitan Rochester and surrounding areas. The following list of appraisers is provided to you as a service by the Sodus Bay Lighthouse Museum. This in no way constitutes an endorsement of these appraisers. If you are looking for an evaluation of an object, contact a professional appraiser. Many auction houses and independent antiques dealers offer appraisal services. Associations, such as those listed below, can also refer you to a specialist in your area.

Brighton Coin Co. Brighton, NY 1-585-271-0201

James M. Kilvington

P.O. Box 892
Dover, DE 19903
302.270.1869

American Society of Appraisers

P.O. Box 17625
Washington DC 20041
800.ASA.VALU
www.appraisers.org

Appraisers Association of America

386 Park Avenue South, Suite 2000
New York NY 10016
212.889.5404
www.appraisersassoc.org

International Society of Appraisers

206.241.0359
888.472-4732
www.isa-appraisers.org

Image Rights and Reproduction Policy: The Sodus Bay Lighthouse Museum (SBLHM) and Sodus Bay Historical Society (SBHS) provide images for educational presentations, professional research, print and electronic publications, and media projects. These images are available in a number of formats, including digital files, color transparencies, prints and slides.

Fees vary depending on the commercial or non-profit status of the request, the type of material requested and the nature of use and the scope of distributions. Special consideration is given to educational projects and publications. The following terms and conditions do not apply to members of the press.

Requests for images must be made in writing clearly explaining the proposed use. Fax and e-mail requests are acceptable. Requests for permission to reproduce an image must be made to the Museum Director of the Sodus Bay Lighthouse Museum and should include:

- Title and artist for the work of art.
- Nature of the project and all details of proposed use. For a publication, include title, author, expected date of release, whether it is for commercial, educational, or scholarly use, print run, language(s) in which the publication or project will be distributed, and whether the image will appear on the cover.
- Complete contact information to include name, title, company, address, phone, fax, and e-mail.
- Type of photography requested.

Note: Images from temporary exhibitions may only be reproduced during the duration of the exhibition. In many cases, these objects/images are on loan to the Sodus Bay Lighthouse Museum and permission for use from the lender may be required.

The conditions under which an image from the collection of the Sodus Bay Lighthouse Museum (*) may be reproduced are:

- Each image must be reproduced in its entirety unless approved by the Sodus Bay Lighthouse Museum. If a detail is approved, the word DETAIL must appear in the credit line and the full image must be reproduced elsewhere in the publication.
- The reproduction must not be cropped, bled off the page, or have anything superimposed on the image, unless pre-approved by the Sodus Bay Lighthouse Museum. The museum may request color proofs to ensure it is a faithful and accurate reproduction of the original work of art or object.
- Images appearing on a dust jacket, book cover, calendar or published as an individual reproduction must have prior approval.
- The full credit line supplied by the Sodus Bay Lighthouse Museum must appear with the image in printed materials, and at the end-credits on film/video or TV production. Full documentation consists of the artist's name, title of the work of art, date (if given), medium, and dimensions. The credit line, Sodus Bay Lighthouse Museum, Sodus Point, New York, must be displayed with the image.
- Permission to reproduce the image must not be transferred to a third party nor must any photographic materials, its derivatives or digital files be transferred to any other user.
- A complimentary copy of the publication or project in which the museum's image appears must be sent to the Museum Director at the Sodus Bay Lighthouse Museum.

Disclaimer: The Sodus Bay Historical Society and/or Sodus Bay Lighthouse Museum assumes no responsibility for any royalties claimed by the artist or on his/her behalf. In the case of works by living artists or other copyrighted material, the burden of obtaining all necessary reproduction permission rests with the requesting party.

Your Privacy

The Sodus Bay Historical Society (SBHS) and Sodus Bay Lighthouse Museum (SBLHM) is committed to protecting your privacy during your (SBLHM) museum or (SBHS) website visit. The SBHS/SBLHM does not collect personal information about individuals, such as names and mailing or e-mail addresses, unless the individual knowingly provides it. The SBHS/SBLHM values the support of its donors, members, and friends. The SBHS/SBLHM respects your privacy and will not sell, rent or share your email address with third parties to send you unsolicited mail or information. We are committed to using your information responsibly and store your contact information in a secure database. The SBHS/SBLHM does not solicit information from children. Visitors ages 12 and younger are required to obtain an adult's permission before submitting any personal information to any SBHS representative or SBHS/SBLHM website.

(*) "may be reproduced..." It must be understood, the SBHS/SBLHM may refuse permission to copy or reproduce items in its care at anytime without further explanation or justification. Fees may be applied, reduced, increased or removed at the discretion of either SBHS Board of Trustees or Museum Director .

Policy Draft submitted : 10/15/10

By, Bradley D McCreary, SBHS Museum Director