



RESEARCH POLICY

The collections at the Osage Nation Museum (ONM) reflect generations of Osage history, art, and culture. In line with our mission to prioritize cultural exchange, we offer access to the collections to Osage citizens, descendants, scholars, researchers, and the general public. We recognize and honor the profound connection the Osage people have with the museum collections, and we are committed to reciprocating this respect in our preservation and continuation responsibilities.

All requests for information and/or rights and reproductions of collection materials must be received in writing. All requests are subject to terms and conditions and may be subject to fees.

Types of Requests

Image Requests

Digital and print files of ONM collections are available to Osage citizens and descendants, scholars, researchers, and the general public. ONM staff are able to provide images of materials in the collection that are currently digitized. New imaging requests cannot be accommodated at this time. All image requests must be received in writing using the [Image Request Form](#) and must follow the *ONM Rights and Reproduction Policy*.

Collection Access Requests

We welcome Osage citizens and the general public to connect with the collections at the ONM by visiting with our Guest Services Staff and the items on exhibit during our normal operating hours. Requests to access collections materials that are not on exhibit may be made through the submission of a *Research Request Form*. Site visits will be arranged on a case-by-case basis, subject to staff availability. Confirmation of site visit appointments will be facilitated by a member of the ONM staff. Please note that we are not able to accommodate walk-ins or last-minute requests due to required processing time and staff resources; it is advised that the requestor provide a minimum of six weeks advance notice for collection access requests.

Family History Requests

Only citizens of the Osage Nation may make requests for family history information*. All requests must be received in writing using the *Research Request Form*. ONM staff are community members who are knowledgeable about familial and clan connections but are not trained genealogists. As such, we can provide community-based forms of knowledge and printed resources available to us. Materials and information provided to the requestor may not be reproduced for reasons beyond descendant and personal uses. Requests will be fulfilled as staff time permits.

Resources consulted for family history research requests include:

- Tinker, S. J., & McClain, S. (1959b). *Authentic Osage Indian Roll Book*. Sam McClain.
- Burns, L. F. (1986). *Osage Mission Baptisms, Marriages, and Interments, 1820-1886*. Ciga Press.
- Burns, L. F. (1984). *Osage Indian Bands and Clans*. Ciga Press.
- Gore, A. M. (2001). *The Osage: An Imperious Ancestry* (Vol. 2–4). A.M. Gore.

*In order to request Family History information, you must provide the Museum with an Osage Nation Family Tree provided by the Osage Nation Membership Department. Applicants with Osage Nation citizenship questions should contact the Osage Nation Membership Department. Website: <https://www.osagenation-nsn.gov/services/cdib-membership>

General Osage History, Art, and Culture Research Requests

The Osage Nation Museum's staff is regrettably unable to engage in research projects for external individuals due to limitations in staff resources and time constraints. Nonetheless, we encourage a commitment to continued learning and suggest the utilization of the following resources for those seeking additional information on Osage history, art, and culture:

- General Website: <https://www.osageculture.com/>
- Wahzhazhe Cultural Center Resource Library & Cultural Classes: <https://www.osageculture.com/culture/cultural-center>
- Osage Nation Historic Preservation Office: <https://www.osageculture.com/culture/historic-preservation-office>
- Osage Nation Language Department: <https://www.osageculture.com/language>
- Research Bibliography List: <https://www.osageculture.com/culture/historic-preservation-office/research-bibliography>
- Multimedia Osage Nation Cultural Content: <https://www.osageculture.com/culture/multimedia-collections>
- Osage Nation K-12 Curriculum: <https://www.osageculture.com/culture/education/k-12-lessons>
- Osage Culture Traveling Trunk: <https://osageculturetravelingtrunk.weebly.com/>



IMAGE RIGHTS AND REPRODUCTION POLICY

The collections at the Osage Nation Museum (ONM) reflect generations of Osage history, art, and culture. In line with our mission to prioritize cultural exchange, we offer access to our collections to Osage citizens and descendants, scholars, researchers, and the general public. Digital and print files (photographs, archival materials, etc.) are available for personal use, educational presentations, professional research, print and electronic publications, exhibitions, media projects and more. Requests are subject to use terms and conditions and may be subject to fees.

Terms and Conditions

Permission

All requests must be received in writing using the *Image Request Form*. Permission is not granted until the request form has been reviewed by ONM staff. If permission is granted, a Rights and Reproduction Agreement will be sent to the applicant, final permissions are not granted until the Agreement is countersigned by ONM and returned to the applicant. Any use of ONM files without the written permission of ONM and without payment of any associated fees is strictly prohibited. ONM does not grant exclusive rights and retains its rights to publish and/or grant permissions for others to do so.

Payment

If required, an invoice will be sent to the applicant. Please review the fee schedule below. If payment is required, it must be paid within 30 days of receipt of invoice. Payments must be paid by check, cashier's check or money order; the ONM does not take additional payment methods.

Processing Time

Standard processing time is six to eight weeks. In certain instances, it may take longer depending on available resources. In this case, the applicant will be provided with an estimated time frame before proceeding with the request. Rush requests (requiring fulfillment prior to six weeks) may be completed at the discretion of the museum, but will incur a rush order fee that equates to 50% of the total order. Large orders (over ten files) may also incur an additional fee to be determined by the museum.

Attribution

When reproduced for reasons beyond descendant and personal use requests, a credit line is mandatory. Unless otherwise specified, all reproductions must be credited as follows: "Courtesy of Osage Nation Museum".

Reproduction

Digital files may not be manipulated in any way that distorts the accurate reflection of what the file depicts. Permission granted is for one-time reproduction rights, in one language, one edition only, unless approved otherwise by the ONM Director. ONM files cannot be distributed or re-sold independent from the specific use agreed to in the Agreement, and may not be used in a manner allowing permanent storage or re-use by third parties. ONM Agreements may not be sublicensed, transferred or assigned to others. You agree not to make, authorize, or permit any use of any ONM file except as specifically outlined in the Rights and Reproduction Agreement.

Gratis Copies

When reproduced for reasons beyond descendant and personal use requests, permissions are granted with the requirement that the requestor provides one gratis copy (tear sheet acceptable) of the publication or product to ONM.

Unauthorized Use

Any unauthorized use by any person or entity, for any reason, will render the Applicant responsible and liable to the Museum for appropriate compensation and other costs. Applicant agrees to take all due care to protect the materials from unauthorized use by any person or entity.

Copyright Notice

Materials in the digitized collections at ONM may be subject to copyright restrictions. While the museum owns the item in the collection, it may not hold the copyright for the item. The licensing of materials for reproduction by ONM does not imply permission to reproduce under United States Copyright law, nor does it represent that the museum owns copyright or nonexclusive license rights. You are held fully responsible for compliance with or infringement of copyright and similar restrictions which relate solely to the use of the materials requested. ONM assumes no responsibility for resolving questions concerning copyright.

Image Fee Schedule

The fees listed below are priced per image and are for files that have already been digitized by the museum. At this time, we are unable to fulfill requests for non-digitized materials.

USE TYPE	OSAGE CITIZEN	NON-OSAGE
Descendant request	FREE	n/a
Personal Use (personal or student research)	FREE	\$20
Educational Use (classroom presentation or distribution)	FREE	\$20
Exhibition/Public Display	\$25	\$50
Publication (Under 5,000 copies)	\$50	\$100
Publication (Over 5,000 copies)	\$50	\$200
Television, video, film, theatrical release	\$50	\$200
Website and/or another internet use	\$50	\$200
Other	TBD	TBD
5" x 7" Print	\$15	\$30
8" x 10" Print	\$25	\$50
Shipping of Prints (Digital images will be sent electronically, free of charge)	\$5	\$5