

CLASSIFICATION

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From: TPO, OPS ROOM
JARIC
RAF Brampton



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To: Sgt L Hamer

Dated: 29 Jul 99

FAX No: 01923 846013

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(Inc. this page)

SUBJECT: REQUEST FOR ROYAL AIR FORCE PHOTOGRAPHY

1. Thank-you for your enquiry regarding the availability of Royal Air Force Aerial Photography.
2. Attached is a copy of the Royal Air Force Aerial Photography Leaflet which outlines details of the services provided. To initiate a request, complete the attached proforma and send with the appropriate coversearch/handling fee to the address in Para 1. of the leaflet.
3. If you require further assistance or clarification of any points raised, do not hesitate in contacting Sgt Wright/ Cpl Wilkinson at the above.

From: SGT WRIGHT

Sig:

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Joint Air Reconnaissance Intelligence Centre
Royal Air Force Brampton,
Huntingdon,
Cambridgeshire PE18 8QL.
Attn: TPO, Ops HQ



Telephone Number: 01480 52151 Ext 7496
FAX Number: 01480 435004

ROYAL AIR FORCE AERIAL PHOTOGRAPHY LEAFLET

1. General The Joint Air Reconnaissance Intelligence Centre (JARIC) holds extensive world-wide RAF coverage of black and white aerial photography. No viewing facilities are available, however, service commitments allowing, the library will undertake a coversearch of any particular area of interest, overseas or of the United Kingdom. Requests for photography should be made using the proforma provided with this leaflet and forwarded to the **Finance Officer, JARIC Finance Office**. All requests must be accompanied by a cheque to cover the appropriate administrative fees as detailed at paragraph 10. And, where applicable, the relevant clearances as detailed in paragraphs 5 and 6.
2. Scope of Service Available. The service is restricted to the sale of photographs taken from existing negatives or prints. It is not possible for the library to lend films or prints.
3. Coversearch. The search for suitable aerial photography to cover a specified area is known as a coversearch. With all requests it is essential that as much information as possible is provided, eg:
 - a. Sortie - Sortie number, frame number, date flown etc.
 - b. Location - Precise grid reference or geographical coordinates and/or a map of the required area.
 - c. Coverage - Approximate dates of cover required, scale and size of prints. If stereo imagery is requested, the minimum overlap required (NB a stereoscope is required to view stereoscopically).
4. Provision of as much information as possible will enable us to provide the best possible product. Also, it is advisable to include a daytime telephone number with the coversearch request.
5. Overseas Photography. In addition to extensive holdings of UK cover, the Royal Air Force Film Library also holds some overseas cover. If overseas photography is required to produce mapping, then prior permission must be obtained from the Survey Department of the country concerned; addresses and FAX/telex numbers of Overseas Survey Departments are available from the International Library, Ordnance Survey International, Romsey Road, Southampton. SO16 4GU.

6. Political Clearance. Customers requiring overseas cover, should first obtain permission from the Government concerned to purchase or receive photography, or any information relating to aerial photography held by the Royal Air Force Film Library. Written evidence of this authority should be forwarded to the above address with the initial request. No correspondence regarding the availability of photography can be entered into until this requirement has been fulfilled to our satisfaction.

7. Other Main Suppliers. The Royal Air Force Film Library holds coverage of the UK and overseas areas. However, further UK cover is held by various agencies, this cover includes the WWII period up to the middle of the 1960s. Requests for this cover should be made to:

a. Scotland

Air Photographers Unit
Royal Commission on Ancient & Historic
Monuments of Scotland (RCAHMS)
John Sinclair House
16 Bernard Terrace
EDINBURGH EH8 9NX
Tel: 0131 - 662 - 1456 Ext 231

b. England

NMR Air Photographs
National Monuments Record Centre
Kemble Drive
SWINDON SN2 2GZ
Tel: 01793 - 414600
FAX: 01793 - 414831

c. Northern Ireland

No 1 Public Records Office
66 Balmoral Avenue
Stranmillis Court
BELFAST BT9 6NY
Tel: 01232 - 251318

d. Wales

Air Photographic Officer
Welsh Office
Crown Offices
Cathays Park
CARDIFF CF1 3NQ
Tel: 01222 823815

Overseas cover is also available from non-Royal Air Force sources. Requests should be addressed to:

a. International Library

Ordnance Survey International
Romsey Road
SOUTHAMPTON SO16 4GU
Tel: 01703 - 792659

(Photography of the developing countries of the Commonwealth)

b. The Archivist

Air Photo Library
Department of Geography
University of Keele
STAFFORDSHIRE ST5 5BG
Tel: 01782 - 583395

(World War Photography of Western Europe)

8. The above agencies can often provide a quicker and less expensive service than the RAF.

9. Copyright. All Royal Air Force photography is Crown Copyright and the unofficial sale or reproduction in books, periodicals, newspapers etc. is forbidden, without the prior permission of the Ministry of Defence, MOD Library Services, Crown Copyright Section, Room 202, 3-5 Great Scotland Yard, London. SW1A 2HW. Tel: 0171 218 0926. On application, they will supply details of appropriate Copyright fees and the acknowledgement to be made. The photography may be used within the above handling regulations provided the customers are aware, that under no circumstances, can the library be involved in legal proceedings and that the photography is unsupported evidence. The library is unaccustomed to, and does not seek publicity concerning involvement in these matters.

10. Cost of Service

a. Coversearch Charge Either of the following:

i.) Coversearch Fee Initial coversearches involve not only researching relevant cover to satisfy the request, but also includes retrieval of film, quality checks on the original negatives and general administration in the processing of the request. To enable the coversearch procedure to commence, it is necessary for a charge of £39.00 + £6.83 VAT to be paid. Large area coversearches or requests for multiple areas, involving extended research time will be assessed for cost on an individual basis. The coversearch fee is non-returnable whether the result is successful or not.

ii.) Handling Fee Where a customer supplies specific details of photography required, including the sortie and frame numbers and/or provides a coversearch printout from the National Monuments Records Centre or the Scottish or Welsh Office, a reduced charge of £13.62 + £2.38 VAT is payable. The handling fee is non-returnable whether the result is successful or not.

b. Prices. Current prices are contained in Annex A.

11. Payment. The total cost of fulfilling the order will be advised once the result of the coversearch is known. Orders will not be processed until payment, in full, has been made. Payment is to be made in pounds sterling, by cheque, bankers order or postal order, and made payable to "HMG Sub Account 3613, RAF Brampton". All payments not made out to this account will be returned.

12. Delivery. It is not possible to fix a firm date for delivery of the finished products, as military requests take priority over civilian tasks. Delivery times will depend on the amount of military work in hand at the time of the request, however a period of approximately 8-10 weeks and sometimes longer is the norm. Other delay factors include the availability of the relevant films. All civilian requests are dealt with in the order they are received and no correspondence may be entered into with the sole intention of expediting requests.

13. Comments. Any comment regarding the quality of product or the standard of service from staff should be addressed in writing to:

SO2 Ops
JARIC
RAF Brampton
Huntingdon
Cambs PE17 5ND

Annex:

A. Current Price List of Royal Air Force Aerial Photography Services

Enclosure:

Request for Royal Air Force Photography Proforma

CURRENT PRICE LIST FOR ROYAL AIR FORCE AERIAL PHOTOGRAPHY

1. Single Prints.

a.	Prints up to and including 9"x 9"	£25.60
b.	Enlargements - 18"x 18"	£29.00
	32"x 32"	£37.60

2. Multiple Prints. This refers to subsequent prints from a single sortie. If more than one sortie is used, charges for the first print will be levied at the above rate.

a.	Prints up to and including 9"x 9"	£ 1.60
b.	Enlargements - 18"x 18"	£ 3.40
	32"x 32"	£ 6.70

3. Single Duplicate Negative/Positive.

a.	Contact 9"x 9"	£26.20
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4. Multiple Negatives/Positives. This refers to subsequent prints from a single sortie. If more than one sortie is used, charges for the first print will be levied at the above rate.

a.	Contact 9"x 9"	£1.60
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5. Bulk Production Large reproduction orders for contact size prints or film will be costed on an individual basis, however, charges will be approximately £0.60 per print/transparency.

7. Postage and Package.

a.	Postage and Package	£ 2.95
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8. The above prices do not include VAT. Payment should be made in pounds sterling, by cheque, bankers draft or postal order. Made payable to "HMG Sub Account 3613, RAF Brampton".

REQUEST FOR ROYAL AIR FORCE AERIAL PHOTOGRAPHY

YOUR DETAILS Title: _____ Inits: _____ Name: _____

Address: _____ TelNo: _____
 _____ (Daytime)

 _____ Post Code: _____

TARGET DETAILS

Place Name: _____ Ordnance Survey
 1:50,000 Sheet No: _____

Please select appropriate option, provide a National Grid Reference (eg ST 167 025) and/or enclose copy of relevant section of map.

* Point plus radius (in metres): _____

* Box (for areas larger than 2km): North West corner: _____
 South East corner: _____

* Line: Start _____ End _____

TYPE OF PHOTOGRAPHY

* Vertical / Oblique Dates Required: _____

Purpose of Request: _____

Additional information / Special instructions (include sortie and frame number, and camera position if known): _____

PRINT REQUIREMENTS	Quantity (Refer to Annex A)
228mm x 228mm (9" x 9") Prints	
457mm x 457mm (18" x 18") Prints	
914mm x 914mm (36" x 36") Prints	
Duplicate Positive (228mm x 228mm)	
Duplicate Negative (228mm x 228mm)	

I have enclosed a non-returnable * Coversearch / Handling fee with this request

Date: _____ Sig: _____

* Please delete as appropriate.