

ACCESS TO THE BOWOOD ARCHIVES PART ONE: TERMS AND CONDITIONS FOR RESEARCH

The Lansdowne family papers are of two kinds.

1. The political and related papers, principally those of Sir William Petty (1623–1687), Lord Shelburne (1st Marquess of Lansdowne; 1737–1805); the 3rd Marquess (1780–1863) and the 5th Marquess (1845–1927), are now held by the British Library.

2. The Estate and remaining family papers (including documents relating to the building and furnishing of Bowood and Lansdowne Houses, and the development of Bowood Park and garden), are the private property of the Lansdowne family and remain at Bowood. The trustees will consider all requests and assist where they can. Since the Estate records have not been catalogued, it can sometimes be difficult to identify material for study.

Charges have been introduced to cover administrative and research costs.

All enquiries should be accompanied by a cheque for £24 (£20 Registration Fee + VAT) and signed Application Form (*see* next page, PART TWO). Requests should be made **in writing** to The Marquis of Lansdowne, Bowood Estate, Calne, Wiltshire SN11 0LZ.

On receipt of the completed Application Form and Registration Fee, should your request be acceptable to the Trustees, you will be sent outline details of what may be available in the archive relating to the subject of your research, together with an estimate of the time needed to look through the relevant papers.

Research at Bowood is divided into the following categories:

A. GENEALOGICAL RESEARCH is charged at £35 per hour

B. SCHOLARLY RESEARCH (not commissioned for commercial purposes): is charged at £25 per hour

C. RESEARCH FOR COMMERCIAL PUBLICATIONS. Fees will be negotiated depending on the nature of the publication. In-house research will be charged at the rate of £35 per hour.

D. RESEARCH AT BOWOOD. Those wishing to study archive material in person will be charged £120 per day (£70 per half day minimum charge). This payment is to cover the cost of search for material requested, supervision and overheads.

E. REPRODUCTION FEES. Photographic reproduction fees are £200 per photograph. The cost of print or transparency production and Curator's time in administration will be added to the reproduction fee. Xerox copies are charged at 20p per copy.

VAT: all charges are subject to VAT.

COPYRIGHT: of all material is retained by the Trustees of the Bowood Collection. Applicants may not disclose information to other parties.

ACKNOWLEDGEMENT: should be made where appropriate in the text to 'The Trustees of the Bowood Collection'.