

## Images in the Northern Territory Archives Service collections

Searching for images can be like embarking on a treasure hunt. You need to be prepared to allow time to search through a wide range of material.

There are numerous images within the collections of the Northern Territory Archives Service (NTAS). These images may be part of government collections or community collections within our holdings.

### Scope of collections held at the Northern Territory Archives Services

NTAS holds Northern Territory Government archives which have been created since the government's establishment in 1978. NTAS has also inherited some records from the periods of administration by the South Australian Government (1863-1910) and the Commonwealth Government (1911-1978) which relate to the functions transferred to the NT Government with the granting of self-government.

Community archives are those records which have been donated to the Northern Territory Archives Service by individuals or organisations, and are relevant to the social, political, and cultural history of the Northern Territory.

### Distribution of images within the Northern Territory Archives Service collections

Images can include photograph albums, individual photographs, slides, negatives and glass plates. Many collections are made up of these specific photographic formats, but occasionally a collection of files or papers may include images in their contents.

It is not always obvious which collections include images. If you are looking for something specific staff can assist you with your search.

The Northern Territory Archives Service also holds many copyprints, where photographic copies have been made of images for preservation purposes, or to allow the depositor to keep the original collection.

Collections of images can be as little as one photograph or may contain thousands of images.

### Finding images within the collections

To locate images within the collections you should consult the Northern Territory Archives Service [List of Holdings](#) which is available on our website at the following address:

<http://www.nt.gov.au/ntas/collection/holdings>

Alternatively NTAS can provide you with a list of photographic collections within NTAS holdings. Ask search room staff to provide you with a copy. Please note that this list only includes collections specifically identified as containing images.

Archives are organised in groups of record called **series**. There may be more than one series in a collection. Once you have identified record series of interest, the Northern Territory Archives Service staff can provide you with **series lists**. These series lists give details about the items in the series (for example captions to the images) which will help you to identify particular images relevant to your research.

Some series lists do not include specific details of the subject in the images, such as the names of people or places featured in the images. This is often the case with collections relating to the Second World War and early collections including photographs of Aboriginal people.

### Access to Images

Generally, NT Government records over 30 years old are available for research access and copying at the NTAS. Northern Territory Government records that were created less than 30 years ago can be made available through the controlling government agency, and staff will help you apply for access to these restricted records.

Access to community collections is as per the deposit agreement with the individual or organisation donating the records to the NTAS. Search Room staff can provide advice on this.

### Obtaining copies of images from the collections

Once images have been located and permission to access them has been confirmed, the images can be viewed in our search room and photocopies or digital copies may be provided to researchers.

The cost involved is as follows:

Photocopies: 50 cents per page.

Digital format: \$15.00 per image. These digital images can be transferred to a USB data stick supplied by the researcher, or can be burned to a CD at a charge of \$11.00 per CD.

All above costs are GST inclusive.

It is important that researchers take note of the agreement signed by them when ordering photocopies or digital copies of images. This agreement documents the conditions researchers have to adhere to for the use of the reproductions which they have purchased. If publication of images is intended, permission to publish must also be sought from NTAS.

Although the use of digital cameras is permitted in the NTAS search room, taking photographs of images is not permitted.

### Contacts

If you have further queries regarding images within Northern Territory Archives Service collections, please contact search room staff.

<b>Northern Territory Archives Service Darwin</b>	<b>Northern Territory Archives Service Alice Springs</b>
25 Cavenagh Street DARWIN NT 0800 GPO Box 874 DARWIN NT 0801	Minerals House 58 Hartley Street ALICE SPRINGS NT 0870 PO Box 8225 ALICE SPRINGS NT 0871
Telephone (08) 8924 7677 Fax (08) 8924 7660	Telephone (08) 8951 5669 Fax (08) 8951 5232
Website address: <a href="http://www.nt.gov.au/ntas/">http://www.nt.gov.au/ntas/</a>	E-mail: <a href="mailto:nt.archives@nt.gov.au">nt.archives@nt.gov.au</a>