

COSTS FOR REPRODUCTION OF ARCHIVAL MATERIAL

Cost for low-resolution scans and photocopies:

User	Number of Copies	Price
Students*	1 – 500	\$0.10 per sheet (letter)
		\$0.15 per sheet (legal)
		\$0.20 per sheet (ledger)
All other patrons	1 - 500	\$0.40 per sheet (letter)
		\$0.45 per sheet (legal)
		\$0.50 per sheet (ledger)

* A valid student card is required

Cost for high resolution scans:

Number of images already scanned	Price
1 to 5 images	\$10.00 (minimum)
6 to 10 images	\$15.00
11 to 15 images	\$20.00
16 to 20 images	\$25.00
21 to 30 images	\$30.00
31 to 35 images	\$35.00
36 to 40 images	\$40.00
41 to 50 images	\$55.00

Number of non-scanned documents	Price
1 to 5 images	\$15.00 (minimum)
6 to 10 images	\$25.00
11 to 15 images	\$35.00
16 to 20 images	\$45.00
21 to 30 images	\$55.00
31 to 35 images	\$65.00
36 to 40 images	\$75.00
41 to 50 images	\$85.00

Cost for reproduction of audio-visual material:

Audio	Video
\$25.00 per reel	\$25.00 per tape
\$20.00 per cassette	\$35.00 per reel

Please contact the Archives for details about reproduction of other formats.

Please note:

The Archives can only scan documents with dimensions up to 27.9 cm X 43.2 cm (ledger size of 11" X 17"). In exceptional cases, such as when a document is greater than 11" X 17", the Archives may agree to loan out a document to a third-party scanning service, in which case the interested party must accept any policy restrictions that are in place at the Archives at the time of the request.

The archives do not offer photographic printing services.

You will be charged for postage, when applicable.

Services and prices may change without notice.