

Service	Charge
Photocopies (self-service or staff)*	0.25/page
5" x 7" photographic print	\$25.00
8" x 10" photographic print	\$25.00
11" x 14" photographic print	\$35.00
Oversize copies, including maps (up to 3' wide)	12.00/foot
Digital Capture from Microfilm	\$10/flash drive
Digital scan, up to 600 ppi	\$12.50
Digital scan, over 600 ppi	\$22.50
Audiotape duplication (cassette to cassette)	\$20/TAPE
Audiocassette digitization (cassette to CD)	\$15/CD
Compact Disc duplication	\$10/CD
LP digitization (LP to compact disc)	\$15/CD
VHS tape digitization	\$25 PER 30 MINUTES
DVD duplication	\$25/DVD
Other media duplication	Price TBD by market
Microfilm duplication (silver)	\$80.00/roll
Shipping and handling charge – all mailed orders	\$5.00

*0.25/page applies to print copies from archival documents (excluding photographs, oversize), books, and from microfilm.