

Research and Copying Fees

<u>Enquiries:</u>		£
Short Enquiries	30 mins work	Free
Longer Enquiries	First hour, or part thereof.	25.00
	Each subsequent 15 mins. Or part thereof.	7.50

Enquirers will be notified of potential charge prior to commencement of research; if they agree and make payment, work will then proceed.
Special commissions can be negotiated.

<u>Photocopying & Printing Charges:</u>		£
A4 Per Sheet (Black & White)		0.15
A4 Per Sheet Double Sided (Black & White)		0.25
A3 Per Sheet (Black & White)		0.25
A3 Per Sheet Double Sided (Black & White)		0.45
A4 Per Sheet (Colour)		0.30
A3 Per Sheet (Colour)		0.40

<u>Printouts and Scanned Images for personal use:-</u>		£
Printout from Existing Scanned Images		1.55
- Photo Quality Paper		2.60
Providing an Existing Scan on CD		2.60
Making a New Quick Scan, Limited Quality & Providing Scan as Printout		2.60
- Photo Quality Paper		3.60
Making a New Quick Scan, Limited Quality & Providing Scan on CD		3.60

Postage & Packaging will be charged at £1.60 per package for printouts and single CDs. For larger items, the Postage & Packaging charge will be set after discussion.

Printouts and Scanned Images for commercial use:-

Our preference is to licence all commercial use of our digital assets through www.scran.ac.uk, if copies are held by that agency. In other circumstances, we would charge a licence fee equivalent to that charged by www.scran.ac.uk.