

RESEARCH LIBRARY FEE SCHEDULE

Archives Researcher Fee	\$10 per day per researcher	
Staff Conducted Research Fee	\$25 per hour	First 45 minutes are free of charge.
Archival Documents Reproduction and Duplication Fees	\$0.30 per page for 8 ½" x 11" \$0.40 per page for 11" x 17"	\$10 handling fee per 100 pages duplicated after first 100 pages. Duplication fees do not include cost of shipping.
Digital Image Duplication Services	\$10 per image duplicated digitally	If file is sent via physical media (CD, flash drive, etc.) cost of media used and shipping fees apply.
Publication and Commercial Usage Fees	\$100.00 fee for first 10 items for commercial usage and \$50.00 per additional item. \$25.00 for first 10 items for academic/ non-profit usage and \$10.00 per additional item.	These costs are in addition to reproduction fees, and additional fees may apply depending on circumstances.
Other/Special Archival Duplication Fees	Varies	Specialized archival duplication work not listed elsewhere is handled on a case by case basis.