

# Inspire Heritage Fees and Charges

## Archives Fees and Charges

**From 1 April 2021, the following charges will apply:**

### **Self Service Computer and Microfiche / film prints:**

Black and white (A4)	20p
Black and white (A3)	40p
Colour (A4)	50p
Colour (A3)	£1.00

### **Self Service Own Camera:**

Own camera day pass	£11.00
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### **Copies by Archives Staff:**

**Choose from digital image on CD, via email or hardcopy (A4 or A3)**

#### **Charges apply to staff time taken to produce copies**

Copying per 15 minutes	£11.00
Copying per 30 minutes	£20.00
Copying per 1 hour	£30.00
Postage and handling	£4.50
Bulk or commercial orders/fragile documents	Quote given on request

### **Certified Copies**

**A research fee will be added where exact reference is not supplied**

Anglican & Non-Conformist Christenings,	£14.00
Burials and pre-1837	
Marriages	
Post 1837 Marriages	£11.00
School Extracts, eg Admission Register entries	£11.00
Magistrates Courts extracts	£11.00
Other certified copies	See reprographic copy prices
Postage and handling	£4.50

### **Enquiries and Research Service:**

Response to enquiries relating to the use of the service	Free
Response to enquiries that require searching of catalogues or indexes	Research fee applies(see below)
Research or 1:1 Consultation per 15 minutes	£11.00
Research or 1:1 Consultation per 30 minutes	£20.00
Research or 1:1 Consultation per 1 hour	£30.00
Assisted Research (personal assistance in archive searchroom) per hour	£30.00
Provision of professional advice by a qualified conservator or archivist	£50 per hour + mileage @ 45p per mile
Translation (from Latin into modern English) -per hour	£40.00
Transcription of archival documents into modern English -per hour	£40.00



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## Reproduction / Publication Fees – Digital and Printed:

Reproduction fee per item (commercial publications)	£50.00 per image
Not-for-profit	£15.00 per image
Broadcasting: regional	£100.00 per image
Broadcasting: networked	£150.00 per image
Broadcasting: UK and overseas	£250.00 per image

## Talks and Workshops:

Scheduled talks and workshops per person	£5.00
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## Meeting Room Hire:

Commercial hourly rate	£25.00
Community groups, NCC and non-profit hourly rate	£15.00
Meeting room hire charges outside of building opening hours	By negotiation

## Group Visits / Talks:

### Onsite: choose from our range including Introduction to Archives, source or thematic based

1.5 hours	£65.00
<b>Onsite: Curriculum-related study session</b>	
3 hours	£130.00
6 hours	£190.00
Talks at external venues	£60.00 (plus travel expenses)

## Conservation:

Archival quality preservation materials eg. acid free boxes, folders and sleeves for your precious photographs and papers	Quote available on request
Conservation of documents (paper & parchment), maps plans etc	Quote available on request
Restoration and conservation of historic to modern leather/cloth bindings and books	
New bindings in cloth, eg. journals, theses, periodicals and reference works	
Treatment of flood damaged and mould affected materials	

## Gallery Hire:

Community groups, NCC and non-profit	£75.00 per six-week period
Commercial	£150.00 per six-week period

## Document Case Hire:

Hire of document case (per fortnight)	£30.00
Failure to return document case on agreed date (per case per week)	£30.00
Delivery of document case (per mile from Nottinghamshire Archives)	45p per mile
All charges inclusive of VAT where applicable	

## Other

Replacement library card	£1.50
Memory sticks	£6.00



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