

Archives and Local Studies Charges

The following charges will apply from 1st April 2012

Archives	£		£
Diocesan records		Research Service	
Issue of certificates		First 10 minutes	Free
Marriage (stipulated fee)	10.00	Basic search (2 sources 15 minutes)	8.00
		Extensive search (per 30 minutes)	20.00
C of E Baptism (stipulated fee)	12.00	Corporate enquires (per 30 minutes)	20.00
Certified copies	8.00	Commercial enquires (per 30 minutes)	50.00
Research Service		Evidence of School Attendance	20.00
Handling Charge (including p + p)		Scanned copies (per item)	
Up to 30 copies	6.00	A5 to photocopy paper	0.70
Over 30 copies	9.00	A4 to photocopy paper	1.50
Assistance and Research (per hour)		A5 to photographic paper	2.50
Family History	25.00	A4 to photographic paper	3.50
Archives	25.00	To CD-Rom	1.50
Business Research	50.00	To email	1.00
Photocopies (Black and White)		Publication fees (per item)	
Local Studies A4	0.10	Commercial print run:	
Local Studies A3	0.20	Under 1,000 (items 1-5)	12.50
Archives A4	0.50	Under 1,000 (items 6 and above)	6.00
Archives A3	0.70	Over 1,000 (items 1-5)	26.00
A4 copies from microfilm	0.40	Over 1,000 (items 6 and above)	13.00
reader printer		Talks – Fee to be discussed minimum	30.00
A3 copies from microfilm	0.70	Transcription/Translation Service	30.00
reader printer		(Latin – per 30 minutes)	
Certified copies	5.00	Media print run:	
Printing from public terminals		Local	15.00
(including scanned items)		National	65.00
A4 Black and white	0.20	International	130.00
A4 Colour	0.50	Commercial History (up to 5 images)	45.00
Ordnance Survey Maps		Filming Location Fee	80.00
1854 and 1852	5.00		
Administration Fee			
For items taken out for	10.00		
reproduction by a third party			

**This notice is displayed in accordance with the requirements of Statutory Instrument
No. 2712 Library Charges (England and Wales) Regulations 1991**

For more information contact:

Write to: Doncaster Council, Central Library, Waterdale, Doncaster, DN1 3JE

Telephone: 01302 734305

Email: reference.library@doncaster.gov.uk Website: www.doncaster.gov.uk

Information can be made available in other languages, or other formats such as Braille or Audio Tape, on request.

Please ask a member of our staff for more information, or if you need any other help or advice.

They can arrange to speak to you in your own language if you need them to.