

Old Economy Village Fee Schedule for Archival Reproduction

Old Economy Village Archives reserves the right to determine the appropriate method for producing copies of the records in its possession. If no safe methods are available, the Archives reserves the right to deny copying services for that particular item. Payment for research and copy services must be made to the Friends of Old Economy Village. Prices are subject to change without notice.

Paper Copies from Microfilm (8.5" x 11" - black & white)	self-serve \$0.25/copy by staff \$0.50/copy
Xerographic Copies of Original, Loose Documents	
8.5" x 11" and 8.5" x 14" - black & white	\$0.50/copy
11" x 17" - black & white	\$1.00/copy
8.5" x 11", 8.5" x 14" - color	\$1.00/copy
11" x 17" - color	\$2.00/copy
Paper Copies of Digital Images	
Standard Paper, 8.5" x 11" and 8.5" x 14"	\$7.00/print
Standard Paper, 11" x 17"	\$12.00/print
Glossy Paper, 8.5" x 11"	\$13.00/print
Duplication of Existing Electronic Files	initial set up fee of \$10.00 per order, then \$5.00/copy (includes CD, DVD, e-mail transmission, or placement on FTP site)
Digital scans (up to 8.5" x 11", up to 300 dpi)	initial set up fee \$10.00, then \$5.00/scan
Digital scans (up to 8.5" x 11", over 300 dpi)	initial set up fee \$10.00, then \$7.00/scan
Digital photography (for bound items)	initial set up fee \$10.00, then \$5.00/picture
Professional photography (for oversized items)	cost of photographer hired by OEV*
Over-sized scans	see PA State Archives Fee Schedule*
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Shipping & Handling Fees:	
\$10.00 or less - \$1.00	\$100.01 to \$500.00 - \$25.00
\$10.01 to \$100.00 - \$7.00	Over \$500.00 - \$40.00

* Transportation costs added for special orders not available through Old Economy Village.

* Payment is required before work will begin on your order.

* Photographs of Old Economy Village Archives holdings, whether taken by visitors or staff, may be subject to use fees. See the Use Fee packet for more information. The use of digital cameras by patrons in the research room is allowed under the following conditions:

- Staff will determine if materials are suitable for digital photography
- No flash photography is allowed
- Items being photographed must be handled properly

* If you are unable to visit the Old Economy Village Archives, the staff may be able to conduct research in its holdings of original records or microfilm for an hourly fee. Special searches are subject to the following conditions:

1. The requester must use the Old Economy Village website archival finding aids to select the items to be checked.
2. A separate fee will be charged for each name or subject to be searched.
3. An initial, nonrefundable \$50.00 fee must be paid to initiate research.
4. If after the completion of one hour of research Archives staff feels that an additional research is warranted, the requester will be notified and research will continue after further payment is received.
5. Each \$50.00 fee will be understood to cover up to one hour of research or any part of an hour and includes the cost of copying up to 10 pages of material per fee. The fees are nonrefundable and will not be prorated if the search takes less than an hour.