

CATEGORY	SERVICE	2016/17	2017/18	2018/19	% increase /decrease from previous charge
Photocopies	A4 per sheet	£0.25	£0.50	£0.50	0%
	A3 per sheet	£0.40	£1.00	£1.00	0%
	Micro film / fiche printout	£0.50	£1.00	£1.00	0%
	Postal requests (cost of copies, plus postage)	£2.50 minimum charge	£3.00	£3.00	0%
Digital Images	Images digitised from the original document, on CD, per image	£5.00	charged as per staff time	charged as per staff time	n/a
	Images digitised from the original document, printout, per image	£5.00	charged as per staff time	charged as per staff time	n/a
	Images of existing digital images, on CD, per image	Quote available depending on number of images	charged as per staff time	charged as per staff time	n/a
	Images of existing digital images, printout, per image	Quote available depending on number of images	charged as per staff time	charged as per staff time	n/a
Research Service	Half an hour quick "look-up" (parish registers and census only)	£12.50	£15.00	£15.00	0%
	One hour research	£25.00	£30.00	£30.00	0%
	Two hours research	£50.00	£60.00	£60.00	0%

Photography Permit	Annual permit to take digital photographs of archive documents (for private research only)	£5.00	Daily permit £7; weekly permit £20; annual permit £50	Daily permit £7; weekly permit £20; annual permit £50	0%
Family and Local History Internet Sessions	One-to-one sessions on family or local history sources on the Internet, one hour	£5.00	£5 per individual in group; £10 individual	£5 per individual in group; £10 individual	0%