

**University Archives & Special Collections
Reproduction price list**

Revised June 2017

**Prices do not include applicable
taxes unless specified**

Standard scan (up to 8"x10", no higher than 600 dpi) Up to 5 scans – no charge; we reserve the right to cap total orders per year	\$10.00
Oversized scan (eg. larger than 11x17")	\$25.00. Additional fee may be assessed for complex orders.
Photocopies	\$0.20 each incl. tax <i>Minimum charge of \$10.00 for mailed or faxed copies</i>
PDF scans (office quality, via photocopier) 1-10 images 11+ images	No charge \$0.20 each incl. tax
Textual scans via book scanner	\$40.00 for first hour; subsequently \$25.00/hour; Billing rounded to nearest 1/2 hour; min charge 1/2 hr
Theses and Dissertations May be digitized on request and made available through the eCommons (http://ecommons.usask.ca/).	No charge for standard service (five business days). For rush service (two business days), when feasible, same charge as textual scans via book scanner. Some theses may need special handling (e.g. oversized pages), in which case other charges may apply.
Other in-house reproductions	Request quote
Audio and video copies - outsourced reproductions	Cost + \$25.00 processing fee per item. Additional fee may be assessed for complex orders.
Photographic prints	request quote
Courtney Milne images	Fee schedule
CD-R or DVD for digital copies (processing and media fee)	\$15.00
Mailing / courier	Cost
Commercial use fee: for any items used in advertisements, or in products for resale, such as postcards, framed reproductions, calendars, etc. Does not apply to items for which copyright has expired.	Negotiated

