Reproduction Fee Schedule

SCPC reserves the right, at its discretion and without explanation, to set special prices on material involving unusual difficulty. For more information, please see our Duplication Service Policies.

Photocopy & Microfilm Services

- Photocopy (print size up to 8 ½” x 14”) ................................................... $ .35
- Photocopy (for oversize or telephone/mail order) ................................... $ .50
- Duplicate microfilm from USC productions only (per roll)
  - Silver Positive ....................................................................................... $25.00
  - Diazo ..................................................................................................... $15.00

Digital Imaging Services

- Scan (per image, 300 dpi) ................................................................. $5.00
- E-mail .................................................................................................... $1.50
- CD .......................................................................................................... $5.00

Photographic Print Services

- Black and white up to 8 x 10” ......................................................... $10.00
- Black and white 11 x 14” ................................................................. $15.00
- Color print up to 8 x 10” ................................................................. $35.00
- Color print 11 x 14” ............................................................................. $38.00

Audio & Video Services

- Audiocassette .................................................................................. $12.00
- CD from analog source .................................................................. $15.00
- CD from digital source ..................................................................... $5.00
- VHS tape .......................................................................................... $12.00
- DVD .................................................................................................... $15.00
Please Note

USE FEE:

A use fee of $25.00 applies to each item that is to be published. This includes placing items on the internet. A complimentary copy of any publication using material from SCPC is to be presented to SCPC as soon as the work is published.

POSTAGE FEES:

- A postage & handling charge of $3.00 applies to all orders mailed by SCPC.
- Large orders may be mailed in batches; each mailing will incur the $3.00 charge.
- For microfilm duplication orders, there is a flat mailing fee of $3.00 for up to three rolls, and $1.00 per additional roll.

PAYMENT:

- SCPC accepts checks or money orders which should be made payable to:

  Thomas Cooper Library – SCPC

- Cash is accepted in payment on-site.

- SCPC does not accept credit cards.