



**Elmbridge
Museum**

FEES AND CHARGES

Charges do not include postage and packing and there will be a minimum charge of £2.50 per package.

Photocopies and printouts

A4 black and white copies – 10p

A3 black and white copies –40p

A4 colour copies – 40p

A3 colour copies –80p

Photography using your own camera (for items selected in person)

£1 per image taken

Photograph prints (printed on photographic paper from digital image or negative)

A4 - £10

A3 - £25

(minimum of £2.50 postage)

Image reproduction/publication fees (added to the cost of each image)

Commercial reproduction - £50

Non-Commercial/Educational reproduction - £25

Digital images

Email low-res jpeg 100dpi - £5

Email high-res jpeg 300dpi - £7.50

Email high-res Tiff file - £10

Email photocopier/printer image - £1

Scanning of previously unscanned images - £10

Research fees (enquiries received by phone, email or letter)

1st half hour free, then £15 per hour

Special Collections have an additional charge, which is available on application.