

Service	Charge
Photocopies (self service, staff, mail order)	0.25/page
Large format copies (over 11"x17")	\$12.00/foot up to 3' wide
Digital capture from microfilm	\$5.75/2GB flash drive*
Digital scans, up to 600 ppi	\$12.50/scan
Digital scans, over 600 ppi	\$22.50/scan
Document scans	\$5.00/scan
Photographic print, 5" x 7" (b/w or color)	\$25.00/print
Photographic print, 8" x 10" (b/w or color)	\$25.00/print
Photographic print, 11" x 14" (b/w or color)	\$35.00/print
Audiotape duplication (cassette to cassette)	\$20.00/tape
Audiocassette digitization (cassette to CD)	\$15/CD
Compact Disc duplication	\$10/CD
LP digitization (LP to compact disc)	\$15/CD
VHS tape digitization	\$25 per 30 minutes of tape
DVD duplication	\$25/DVD
Other media duplication	To be determined by market*
Microfilm duplication (silver film)	\$80.00/roll
Handling charge — all mailed orders	\$5.00

*The Division of Arkansas Heritage computer use policy prohibits the use of non-Heritage software, hardware, or peripherals on Heritage computers. Only 2GB flash drives purchased in the Arkansas State Archives research rooms may be used on agency computers. Flash drives are valid for one visit only. Special provisions may be made for researchers visiting ASA facilities multiple times within the span of a few weeks.

**Other media, such as reel film or broadcast format film, may require outsourcing to commercial vendors.

Note: Not all services are currently available at the regional archives and may require outsourcing to the main ASA facility in Little Rock for completion.

