

# IMAGING SERVICES PRICE LIST



## IMAGING SERVICES

SCANNING SERVICES	UNIT	FEE
Document Preparation	Per Hour	\$20.00
Digital Set-Up	Per Job	\$25.00
Scan Paper: 8.5"x11"	Per Page	\$0.02
Scan Paper: 8.5"x14" to 11"x17"	Per Page	\$0.75
Scan Paper: Larger than 11"x17"	Per Page	\$40.00
OCR Digital Files	Per Page	\$0.02
Document Refiling	Per Hour	\$20.00

MICROFILM PRODUCTION	UNIT	FEE
Digital Files to Microfilm (16mm); Processing (up to 2,500 images)	Per Roll	\$99.00
Digital Files to Microfilm (35mm); Processing (up to 750 images)	Per Roll	\$120.00
Film Inspection (10%)	Per Roll	\$20.00
Silver Film Duplication (16mm)	Per Roll	\$20.00
Silver Film Duplication (35mm)	Per Roll	\$25.00
Photograph Paper to Microfilm (16mm)	Per Image	\$0.08
Photograph Paper to Microfilm (35mm)	Per Image	\$0.10

MICROFILM SCANNING	UNIT	FEE
16mm/300 dpi	Per Reel	\$55.00
16mm/600 dpi	Per Reel	\$85.00
35mm/300 dpi	Per Reel	\$95.00
35mm/600 dpi	Per Reel	\$120.00
70mm/300 dpi	Per Reel	\$175.00
70mm/600 dpi	Per Reel	\$200.00

MICROFILM PROCESSING	UNIT	FEE
Silver Film Processing (16mm)	Per Roll	\$25.00
Silver Film Processing (35mm)	Per Roll	\$40.00

ADDITIONAL SERVICES	UNIT	FEE
Print Paper Copies	Per Page	\$0.25
Destruction of Paper Records	Per Box	TBD
Pick-Up of Boxes	Per Hour	\$20.00
Mileage	Per Mile	\$0.75
Direct Download of Digital Files	Per Job	Free
Labor	Per Hour	\$20.00

