

## **CITY HALL LIBRARY CHARGES FOR COPIES AND SERVICES**

### **SELF SERVICE FEBRUARY 2012**

#### **PHOTOCOPIES**

Letter (8, 5" x11")	\$0.25 per page
Legal (8, 5"x14")	\$0.25 per page
Ledger (11"x17")	\$0.50 per page

#### **MICROFILM PRINTOUTS SCANNING OR PHOTOGRAPHING**

**INCLUDING PICTURE TAKEN BY PHONE \$15.00 per day**

**(Customer brings their own equipment. We do not rent any equipment)**

### **LIBRARY STAFF**

<b>PHOTOCOPIES</b>	<b>\$1.00 per page</b>
<b>MICROFILM PRINTOUTS</b>	<b>\$1.00 per page</b>
<b>SCANNING AND E-MAILING DOCUMENTS</b>	<b>\$2.00 per page</b>
<b>CERTIFICATION OF COPIES</b>	<b>\$5.00 per certification</b>
<b>COMPLEX RESEARCH (\$30.00 MINIMUM)</b>	<b>\$60.00 per hour</b>
<b>FAXING OUTSIDE NEW YORK CITY</b>	<b>\$5.00 flat fee</b>

**SHIPPING AND HANDLING CHARGES ADDITIONAL**

**GOVERNMENT AGENCIES ARE CHARGED THE SAME RATES AS ABOVE.**

Effective since March 2008.