



Special Collections & Archive Services Copying Services Price List

Photocopies: black & white

- Per page / item onto A4 size £0.50
- Per page / item onto A3 size £0.60

Photocopies: colour (Archive Services)

- Per page / item onto A4 size £1.00
- Per page / item onto A3 size £1.20

Photographic prints:

- 10" x 8" (25cm x 20cm) £12.00

Digital copies:

(supplied at 300dpi, tiff format, up to 10mb)

- First image £14.50
- Each additional image £5.00

Postage and packaging:

- UK £3.50
- Other EU £10.00
- Non EU £11.00

Handling fee

(charged on all remote orders)

- Orders up to £200 £20.00
- Orders over £200 10% of total

Discounts:

- Full-time students, with valid ID, ordering copies for university or school work are offered a 50% discount.
- For University of Glasgow staff placing orders for work-related purposes and paying through an University account, charges will be at a reduced rate and free of VAT.

Notes:

- All prices quoted are inclusive of VAT at the appropriate rate.
- These prices are effective from 15th August 2013 and may be altered without notice.
- For full details of the copying services available and the terms of these services, please see our copying services guide, available from staff and on our website.
- If the service you require is not listed, please ask for advice.
- If staff are unable to address your concerns, or if you are dissatisfied with the service you have received, you are welcome to write to the Senior Librarian or Senior Archivist as appropriate and the relevant address below.

Special Collections, University Library,
University of Glasgow, Glasgow, G12 8QE
Tel: +44 (0)141 330 6767
Fax: +44 (0)141 330 3793
Email: special@lib.gla.ac.uk
Web: www.glasgow.ac.uk/specialcollections

Archive Services, 13 Thurso Street,
University of Glasgow, Glasgow, G11 6PE
Tel: +44 (0)141 330 5515
Fax: +44 (0)141 330 2640
Email: enquiries@archives.gla.ac.uk
Web: www.glasgow.ac.uk/archives