

 **The National Archives**

The image shows the exterior of The National Archives building. A prominent curved sign above a glass-enclosed entrance reads "The National Archives". The building features large white columns and a modern architectural style. The sky is clear and blue.

The National Archives

Summary of Costs

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Service	Details	Price (£00.00)
Digital download from nationalarchives.gov.uk	Price per download	3.36

Self service copying in the reading rooms	A black and white copy, up to and including size A3, cost per copy	0.25
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Ordering copies - less than 100 different pages of records		
Black and white paper copy	Up to and including size A3, research quality, cost per copy	1.00
Colour paper copy	Up to and including size A3, research quality, cost per copy	3.00
	Larger than size A3, research quality, cost per copy	13.00
Digital copy	Up to and including size A3, research quality, cost per copy	2.80
	Larger than size A3, research quality, cost per copy	10.00
Photographic quality (from the Image Library)	Any size, printed photo or digital image	25.00

Preparation of records for external exhibition	An estimate of cost and work required, based on time taken to produce estimate, cost per 15 minutes	12.46
	For preparing records for exhibition, in addition to the costs of materials and transporting those materials and the records and any expenses for travel, accommodation and subsistence, based on time taken, cost per 15 minutes	12.46

Postage and packaging	To be charged at cost for a copy not collected in person which cannot be sent by email, or if requested to be posted	
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Service	Details	Price (£00.00)
Ordering copies - more than 100 different pages of records Bulk orders of this kind can be very complex and time consuming dependent on the records being copied. Costs will be made up of several, or all of the following:		
Estimate	An estimate of the cost and work required, based on time taken to produce the estimate, cost per 15 minutes	10.53
Preparation of records	based on time taken, in addition to the costs of materials, cost per 15 minutes	9.15
Production of copies	based on time taken, in addition to the costs of materials and delivery, cost per 15 minutes	11.70
Quality checking copies	based on time taken, cost per 15 minutes	8.76

Research	Includes the time taken on the research and sending out the results, cost per 15 minutes	20.00*
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Naturalisation certificates	To make a certified copy of a naturalisation certificate, cost per certificate	25.00
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Authentication of other copies and records	Certification of a copy of any record or any part of a record, does not include the cost for making the copy, cost per document	25.00
	Attendance at external location to verify authenticity of a record, based on time taken, in addition to expenses for travel, accommodation and subsistence, cost per 15 minutes	16.67

* This service is subject to value added tax (VAT). The fee excluding VAT is £16.67