

**Fee Schedule for City of Regina Historical and Heritage Information**

The City of Regina reserves the right to refuse reproduction of material if the process in anyway would endanger the physical condition of the material.

All fees are assessed and will be provided in the form of a fee estimate prior to working on requests. The City may require, at its discretion, for 50% of the assessed fees to be paid prior to work beginning on the request. The City may waive fees at its discretion.

**Reproduction of Material**

Digital image	\$15 per photo
62MB USB Key	\$6
Photocopies of letter, legal, or ledger size materials	50¢ per page
Photocopies of assessment rolls (fee includes dismantling and reassembly of assessment roll volume)	\$5 per page
Printouts from microfiche/microfilm	\$5 per page
Large-format photocopies and photo printing (Architectural drawings, plans and maps, sound and moving images)	Contracted out Clients must pay contractor directly

**Research and Document Preparation Services**

There will be no charge for the first hour of research or document preparation. A charge of \$15 per half hour will be charged thereafter.

The City of Regina Archives reserves the right to refer clients to professional researchers if a client cannot perform research in person and the research request will require more than 1 hour of staff time.

**Prices do not include GST, PST, Shipping & Handling.** Orders are shipped by regular Canada Post unless other arrangements have been made.