

Photocopy Fee Schedule

The following fees pertain to on and off-site requests and refer to per page costs unless otherwise noted. Georgia Historical Society members receive a 10% discount except where noted. Research Center staff reserves the right to deny copy requests based on the condition of the materials and copyright concerns.

All photocopying is administered by GHS Research Center staff and will remain at the reference desk until the end of the patron visit. Personal notes and non-GHS Research Center material will not be photocopied. Multiple copies of a single page or resource will not be made. Research Center staff reserves the right to complete copy requests at a later date.

	Black and White Photocopies	Color Photocopies
Standard size copies (8 ½" x 10", 8 ½" x 14")	•	•
 Monographs, serials, vertical files, computer print ou 	ts \$.50	\$1.00
 Archival and rare materials 	\$.75	\$1.25
Ledger size copies (II" x I7")		
 Monographs, serials, vertical files 	\$.75	\$2.00
 Archival and rare materials 	\$1.00	\$2.25
Public Records (city, county, and state records)	\$.25	\$1.00
Microfilm (membership discount does not apply)	\$.25	not available
Georgia Historical Society Quarterly article (price includes shipping & handling when applicable)	\$5.00	not available

Oversize:

Reproductions of oversize materials, greater than II" x 17", must be outsourced. Additional fees will apply. Please inquire at the reference desk or call the Research Center at 912-651-2128.

Preservation and Copyright Considerations:

- No more than ¼ of a book will be copied, with a maximum of 100 pages.
- No more than $\frac{1}{2}$ of a pamphlet will be copied, with a maximum of 10 pages.
- No more than one copy, of any sort, per patron, will be reproduced from one original.
- Printed/published materials found within manuscript collections fall under the conditions noted above for books and other cataloged works.
- Limited photocopying of manuscript and visual materials may be requested if condition permits. Entire collections may not be photocopied. Entire collections may be microfilmed or digitized at the patron's expense if condition and copyright restrictions permit.

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