

**APPENDIX 5: LOCAL HISTORY LIBRARY FEES & CHARGES BENCHMARKING BASED ON 2013/14 FEES**

Income stream	London Borough of Southwark	London Borough of Lambeth	London Borough of Lewisham	London Borough of Croydon	London Borough of Greenwich	London Borough of Bexley
Postal copying service (census, parish, electoral register)	£5 per event; 50p per sheet	£5 per event for first copy; £1 each additional copy	£1.50 per A4 page (up to 10) £2 per A3 page (up to 10)	N/A	N/A	£0.60 per page copying; £2.60 for 300 dpi scan £6/12 per A4/A3 digital
Postal rates- small sized item (UK)	£1.50	N/A	N/A	N/A	N/A	£1.40 (P&P, A4) £1.15 (P&P, CD)
Postal rates- medium sized item (UK)	£3.00	N/A	N/A	N/A	N/A	£1.85 (P&P, A3)
Postal rates- large sized item (UK)	£4.50	N/A	N/A	N/A	N/A	£1.80 (P&P, publication -- depending on order size)
Postal rates- international	cost recovery	N/A	N/A	N/A	N/A	N/A
Photocopies b/w A4	£0.10	£0.05	£0.10	£0.14	£0.10	£0.10
Photocopies b/w A3	£0.20	£0.10	£0.15	£0.24	£0.20	£0.20
Laser photocopies b/w A4	£0.50	N/A	N/A	N/A	N/A	N/A
Laser photocopies b/w A3	£1.00	N/A	N/A	N/A	N/A	N/A
Laser photocopies colour A4	£1.00	£0.30	£0.50	£1.10	£1.00	N/A
Laser photocopies colour A3	£2.00	£0.60	£1.00	£2.20	£2.00	N/A
Printing from PC's (A4, B&W)	£20p per sheet	£0.10	N/A	£0.12	N/A	N/A
Microfilm / microfiche copies A4	£0.30	£0.30 A4 or £0.60 A3	£0.30	N/A	£0.30 A4 or £0.50 A3	£0.30 A4 or £0.60 A3
JPEG images (mailed to requestors)	Between 1 & 3 images: £6.00; thereafter £2.00 per image; £2.00 extra if request is to put onto CD	£15 for first previously-scanned image; £10 per additional previously-scanned; £20 to scan image for user; £5 extra for posted CD	£5 per image (70-300 dpi) £10 per image (600 dpi) £2 for image media	N/A	£17.00	£6.00 (72 dpi), £12 (300 dpi), or £18.90 (600 dpi) per image; extra £1.20 for image media
Stills, images & info provided for books, journals & partworks	£65.00 per image; management discretion	£5 to £50 per image	N/A	£30 or £60 per image	£17, £55, or £100 per image	£18 to £161.70 per image
Stills, images & info provided for book jackets & record sleeves	£130.00 per image; management discretion	£25 or £150 (per image)	N/A	£60 or £120 per image	£17, £55, or £100 per image	£131.20 to £229.95 per image
Stills, images & info provided for other (post cards, greeting cards, giftware, posters, etc)	£95.00 per image; management discretion	Negotiation	N/A	£80/160 (cards etc) Negotiation ("more extensive merchandising)	£17, £55, or £100 per image	£132.30 to £259.85 per image
Digital photographing of the collection	£6 per day; management discretion	£2.00 per day	£5 per day (up to 20 images)	N/A	N/A	£5 for up to 20 images
Terrestrial audio visual usage (in multiples of 30 seconds) - up to 3 times in a 1 year period	£50	£100 per 5 seconds	N/A	£40/80 (flash fee, up to 30 seconds -- per format standard, cable, or sat)	£120 per image	£52.50 to £161.70 for 1 transmission, up to 12 seconds

Income stream	London Borough of Southwark	London Borough of Lambeth	London Borough of Lewisham	London Borough of Croydon	London Borough of Greenwich	London Borough of Bexley
Terrestrial audio visual usage (in multiples of 30 seconds) - additional transmissions in a 1 year period	£20	50% of original fee	N/A	N/A	£120 per image	£29.40 to £161.70, up to 12 seconds
Terrestrial audio visual usage- unlimited usage; unlimited period	£250	N/A	N/A	N/A	£120 per image	N/A
Satellite & Cable audio visual usage (in multiples of 30 seconds) - up to 3 times in a 1 year period	£150	£50 per 5 seconds	N/A	£40/80 (video fee)	£120 per image	£52.50 to £218.70 for 5 year video rights
Satellite & Cable audio visual usage (in multiples of 30 seconds) -additional transmissions in a 1 year period	£50	50% of original fee	N/A	N/A	£120 per image	£146.04, up to 12 seconds
Satellite & Cable audio visual usage- unlimited usage; unlimited period	£750	N/A	N/A	N/A	£120 per image	N/A
Web	£35 per image; management discretion	£5 to £100	N/A	N/A	£17, £55, or £100 per image	£52.50 or £104 (non-commercial/commercial)
Talks by staff	N/A	N/A	N/A (free but significant restrictions)	N/A	For schools: £1/child for non-borough schools	£45 (schools); £47.20 (within Bexley); £52.50 (outside Bexley)
Research (time period noted)	N/A	£20/hour	15 min free; £15/hr thereafter (min 1 hr, max 2 hrs, paid in advance)	N/A	£6.50 up to 1/2 hour; £23.50/hr thereafter (charged by hr)	£25/hr (min 1; max 2)
Temporary exhibition	N/A	£5 or £40	N/A	N/A	N/A	£35.70 or £69.30 (based on size, if commercial)
Permanent exhibition	N/A	£50 for up to 6 and £5 per image thereafter £125 for up to 6 and £10 per image thereafter	N/A	N/A	N/A	£52.50 or £104.00 (based on size, if commercial)
Filming: location/material	N/A	Negotiation	N/A	N/A	N/A	N/A
Filming: staff time/appearance	N/A	Negotiation	N/A	N/A	N/A	N/A

N/A = information not available or not comparable