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**S T A T U T O R Y   I N S T R U M E N T S**

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**1974 No. 1720 (S. 155)****REGISTERS AND RECORDS, SCOTLAND****Act of Sederunt (Amendment of Fees in the Scottish Record Office)  
1974**

*Made* - - - - - 16th October 1974  
*Coming into Operation* 7th November 1974

The Lords of Council and Session, under and by virtue of the powers conferred upon them by section 10 of the Public Records (Scotland) Act 1937(a), as amended by section 1(7) of the Public Registers and Records Act (Scotland 1948(b), and of all other powers competent to them in that behalf, and with the approval of the Treasury, do hereby enact as follows:—

1. The fees to be charged in the Scottish Record Office for inspection of records, for copies thereof, and for other services relating thereto shall be those set out in the Schedule to this Act of Sederunt.

2. Sections 2 and 3 of the Act of Sederunt (Amendment of Fees in the Scottish Record Office) 1968(c) are hereby repealed.

3. This Act of Sederunt may be cited as the Act of Sederunt (Amendment of Fees in the Scottish Record Office) 1974 and shall come into operation on the 7th November 1974.

And the Lords appoint this Act of Sederunt to be inserted in the Books of Sederunt.

*G. C. Emslie,*  
I.P.D.

Edinburgh.  
16th October 1974.

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(a) 1937 c. 43  
(c) S.I. 1968/2062 (1968 III, p. 5599).

(b) 1948 c. 57.

## SCHEDULE

## I. INSPECTION FEES

1. For the inspection of each volume, document or process ... .. 20p
2. For the inspection of minute books and indexes of the Registers of Sasines, Registers of Inhibitions and Adjudications and other public records, for the following periods:
- |                                                    |     |     |     |     |     |     |     |     |     |
|----------------------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| not exceeding 5 years...                           | ... | ... | ... | ... | ... | ... | ... | ... | 50p |
| each additional period of 5 years, or part thereof | ... | ... | ... | ... | ... | ... | ... | ... | 25p |

*Note:* Fees are remitted for the inspection of records for historical or literary purposes in terms of section 10 of the Public Records (Scotland) Act 1937.

## II. SEARCH FEE

For searches in records arising from postal enquiries, for each search ... £3.00

*Note:* For persons unable to make a personal search in records the Scottish Record Office may conduct searches over such periods and subject to such conditions as the Keeper of the Records of Scotland may prescribe for particular classes of records. The Keeper has discretion to reduce or waive the charge in appropriate cases and reserves the right to decline searches.

## III. COPYING FEES

1. Reprographic Charges (to which are added, as appropriate, handling, authentication and posting and packing charges):

(1) *Copies by Xerography, or similar method:*

Per sheet	...	...	...	...	...	...	...	...	...	7p
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*Note:* Copying by the Xerox process is undertaken solely at the discretion of the Keeper of the Records of Scotland. It will not be undertaken where there is a risk of damage to documents or to the binding of volumes.

(2) *Photostat Copies:*

Negative, per sheet	...	...	...	...	...	...	...	...	25p
Positive, per sheet	...	...	...	...	...	...	...	...	40p
Positive, from existing negative, per sheet	...	...	...	...	...	...	...	...	15p

(3) *Electrophotographic Copies from Microfilm:*

Prints from existing film, per print	...	...	...	...	...	...	...	...	17p
Where no film exists, per print	...	...	...	...	...	...	...	...	30p

(4) *Microfilm:*

Standard charge, per reel of 100 feet	...	...	...	...	...	...	...	...	£26.30
per foot	...	...	...	...	...	...	...	...	28p
minimum charge	...	...	...	...	...	...	...	...	£1.40
Duplicate copies of existing film, per reel of 100 feet	...	...	...	...	...	...	...	...	£8.30
per foot	...	...	...	...	...	...	...	...	14p
minimum charge	...	...	...	...	...	...	...	...	£1.40

2. Handling Charge:

Per volume or document, in addition to reprographic charge	...	...	...	...	...	...	...	...	50p
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*Note:* The handling charge is remitted or reduced for orders by Xerography or similar methods, placed personally in the Search Rooms with the documents to be copied clearly identified, and where an inspection fee has already been incurred or remitted. The handling charge may also be remitted or reduced at the discretion of the Keeper of the Records of Scotland for approved educational or historical purposes.

Additions may be made for difficult work or orders requiring special attention.

3. Authentication:

For each Extract or Certified Copy, in addition to reprographic charge  
and handling charge ... .. 35p

*Note:* No authentication is given for microfilms or for search room copies.

4. Postage and Packing:

per order ... .. In accordance  
with current  
cost of postage  
and with a  
charge for  
packing.

IV. OTHER SERVICES

1. For a record retransmitted or transmitted to any court, or exhibited  
therein, at the instance of a party, in accordance with the Rules of Court  
governing such transmissions or exhibitions ... .. £1.25

2. For attendance by an officer of the Scottish Record Office at any court  
to produce a record in evidence, for each day or part of a day, in addition to  
travelling expenses ... .. £15.00

*Note:* A sum not exceeding £15 a day may be applied at the discretion of the Keeper  
of the Records of Scotland where an officer of the Scottish Record Office attends with  
records for any purpose approved by the Keeper.

3. For each Certificate issued under the Judgments Extension Act 1868  
(31 & 32 Vict. c. 54) ... .. £1.00

4. For each Certificate of Custody that a deed is retained for permanent  
preservation... .. £1.00

## EXPLANATORY NOTE

*(This Note is not part of the Act of Sederunt.)*

This Act of Sederunt prescribes new fees in the Scottish Record Office for inspection of records, for copies thereof, and for other services relating thereto.

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