
STATUTORY INSTRUMENTS

1992 No. 3072

PUBLIC RECORDS

The Public Record Office (Fees) Regulations 1992

Made - - - - *4th December 1992*

Coming into force - - *1st January 1993*

The Lord Chancellor, in exercise of the powers conferred on him by section 2(5) of the Public Records Act 1958⁽¹⁾ and with the concurrence of the Treasury, hereby makes the following Regulations:

1. These Regulations may be cited as the Public Record Office (Fees) Regulations 1992 and shall come into force on 1st January 1993.

2.—(1) Subject to the following provision, the fees to be charged for the authentication of copies of or extracts from records under the charge of the Keeper of Public Records and for other services afforded by officers of the Public Record Office shall be those set out in column A of the Schedule to these Regulations in place of those set out, where these are at present applicable, in column B.

(2) The Keeper of Public Records may remit a fee where the service performed by him is likely to include any research in consequence of a postal inquiry or has been or is likely to be exceptionally simple.

3. The Public Record Office (Fees) Regulations 1990⁽²⁾ are hereby revoked.

Dated 1st December 1992

Mackay of Clashfern, C.

(1) 1958 c. 51.
(2) 1990/1497.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

We concur,

Dated 4th December 1992

Tim Wood
Greg Knight
Two of the Lords Commissioners of Her
Majesty's Treasury

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SCHEDULE

<i>Item</i>	<i>Column A</i> <i>New Fee</i> £	<i>Column B</i> <i>Old Fee</i> £
Authentication of copies of records	4.00	4.00
1. For the authentication of a copy of a record or of an extract from a record, in addition to the charge for the copy, for each sheet		
Attendance at a court	170.21	148.00
2. For attendance by an officer of the Public Record Office at any court, in addition to the actual travelling expenses properly incurred, for each day or part of a day		
Research	10.00	10.00
3. For any piece of Census research among the Census records in the Public Record Office undertaken in consequence of a postal inquiry		
<i>For the following services on demand:</i>		
Supervision of camera crews and outside photographers	28.00	22.00
4. For the supervision by an officer of the Public Record Office for each hour or part of an hour		
(i) of camera crews filming		
(ii) of photographers	16.00	
Preparation of records for exhibition	23.10	21.00
5.1 For the preparation of records for display at exhibitions outside the Public Record Office)enrule;		
(i) For documents up to 851 mm by 603 mm		

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<i>Item</i>	<i>Column A New Fee £</i>	<i>Column B Old Fee £</i>
(ii) For documents larger than 851 mm by 603 mm and up to 1142 mm by 837 mm	36.30	33.00
(iii) For documents larger than 1142 mm by 837 mm and up to 1676 mm by 1142 mm	51.70	47.00
(iv) For documents larger than 1676 mm by 1142 mm, for each additional 300 mm or part of 300 mm on either dimension	1.30	1.15
5.2 For the making of perspex or other special mounts, in addition to the actual costs of material properly incurred, for each hour of staff time	19.80	18.00
5.3. For the repair of documents to a standard appropriate for exhibition or reproduction, in addition to the costs of preparing them for display, for each hour of staff time	19.80	18.00
Seals	30.25	27.50
6.1 For the making of casts of seals from an existing rubber mould, for each side of the seal—		
(i) Seals up to 50 mm in diameter Resin		
Wax	42.35	38.50
(ii) Seals larger than 50 mm and up to 100 mm in diameter Resin	30.80	28.00
Wax	44.55	40.50
(iii) Seals larger than 100 mm in diameter Resin	31.35	28.50

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<i>Item</i>	<i>Column A</i> <i>New Fee</i> £	<i>Column B</i> <i>Old Fee</i> £
Wax	47.85	43.50
6.2 For the making of casts of seals for which no rubber mould exists, for each side of the seal—	81.95	74.50
(i) Seals up to 50 mm in diameter Resin		
Wax	93.50	85.00
(ii) Seals larger than 50 mm and up to 100 mm in diameter Resin	86.35	78.50
Wax	99.55	90.50
(iii) Seals larger than 100 mm in diameter Resin	89.10	81.00
Wax	106.00	96.30
Microfilms of records	0.44	0.24
7.1 For 35 mm silver duplicate microfilm of records, where there is no existing negative film—		
(i) at a rate of 120 frames per hour Per exposure		
(ii) at a rate of less than 120 frames per hour Per hour	52.80	
Minimum charge	38.00	24.00
7.2 For 35 mm silver duplicate microfilm of records, where there is no existing negative film, supplied for commercial purposes	0.60	0.34
(i) at a rate of 120 frames per hour Per exposure		

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<i>Item</i>	<i>Column A New Fee £</i>	<i>Column B Old Fee £</i>
(ii) at a rate of less than 120 frames per hour Per hour	72.00	
Minimum charge	60.00	34.00
7.3 For 35 mm silver duplicate microfilm from existing negative film	46.00	40.00
(i) For each reel of 30.5 m of consecutive frames		
(ii) For each run of consecutive frames Per metre	1.90	
Minimum charge	22.00	20.00
(iii) Where supplied for commercial purposes, for each reel of 30.5 m of consecutive frames	200.00	140.00
(iv) Where supplied for commercial purposes, for each run of consecutive frames Per metre	6.70	
Minimum charge	79.00	68.00
7.4 For 35 mm diazo duplicate microfilm from existing negative film	27.60	24.00
(i) For each reel of 30.5 m of consecutive frames		
(ii) For each run of consecutive frames Per metre	1.15	
Minimum charge	14.00	12.00
Microfiche copies of records	0.14	
8.1 For diazo microfiche of records, where there is no existing negative microfiche Per frame		
Minimum charge	13.40	

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<i>Item</i>	<i>Column A</i> <i>New Fee</i> £	<i>Column B</i> <i>Old Fee</i> £
8.2 For diazo microfiche of records, where there is no existing negative microfiche, supplied for commercial purposes Per frame	0.21	
Minimum charge	20.50	
8.3 For diazo duplicate microfiche from existing masters Per fiche	2.65	
8.4 For diazo duplicate microfiche supplied for commercial purposes, from existing masters Per fiche	9.20	
Electrostatic copies of records	0.31	0.26
9.1 For direct copies from original documents A3 sheet per print		
A2 sheet per print	0.52	0.44
9.2 For prints from existing microfilm Per print	0.59	0.50
9.3 For prints from microfilm where no negative exists—	2.35	
(i) Filmed at a rate of 18 frames per hour or more Per print		
(ii) Filmed at a rate of less than 18 frames per hour Per hour	42.30	
9.4 For prints from existing microfilm (self-service) Per print	0.25	0.26
Bromide prints from microfilm	6.00	
10. For bromide prints from microfilm		

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<i>Item</i>	<i>Column A</i> <i>New Fee</i> £	<i>Column B</i> <i>Old Fee</i> £
(i) 8 inches by 10 inches Per print		
(ii) 12 inches by 16 inches Per print	7.80	6.80
(iii) 16 inches by 20 inches Per print	8.58	7.50
(iv) 20 inches by 24 inches Per print	10.61	9.25
(v) Additional charges for up to 20 inches by 24 inches reproduced to actual size Per print	2.91	2.55
Miscellaneous reprographic charges	18.00	15.00
11.1 Work requiring special attention or any reprographic service not otherwise mentioned in this schedule and which the Public Record Office is able to undertake Per hour of staff time		
11.2 Work requiring special attention or any reprographic service not otherwise mentioned in this schedule, which the Public Record Office is able to undertake and supply for commercial purposes Per hour of staff time	29.00	24.00
11.3 Handling charge Per document or film	2.35	2.00
11.4 Packing Per package in addition to any postal charges properly incurred	0.33	0.28

EXPLANATORY NOTE

(This note is not part of the Regulations)

The Regulations revoke the Public Record Office (Fees) Regulations 1990 and prescribe a fresh range of fees to be charged for authentication of copies of records and for other services provided by the Public Record Office. The new fees result from a full recosting of each service provided by the Public Record Office rather than the application of an across the board increase to existing fee levels. In addition the fees have been restructured so as more accurately to reflect both the nature of the services the Public Record Office now provides and the way in which they are now offered. In consequence some of the new fees have no direct equivalent which can be shown in the old fee column in the Schedule to the Regulations. In addition, photographs of records and the hand colouring of maps are services no longer offered; and so the charges previously levied for them have been omitted from these Regulations.