

SCHEDULE

Regulation 2

<i>Item</i>	<i>Fee (£)</i>
Research	
1	For undertaking research and sending the results to the requester, for each 15 minutes expended, 22.75
Authenticated copies of naturalisation certificates	
2	For making a copy of a naturalisation certificate that is a record and authenticating that copy by certification, 25.95
Other copies of records	
3.1	For making a monochrome paper copy at research quality of a page of a record up to and including size A3, using self-service equipment, 0.30
3.2	Where a person requests any number of copies or photographs of no more than 100 different pages of records:
	(a) For carrying out a page check in order to supply an accurate quotation based on the number of pages involved (per record), 8.24
	(b) For making a monochrome paper copy at research quality of a page of a record up to and including size A3, 1.10
	(c) For making a colour paper copy at research quality of a page of a record:
	(i) up to and including size A3, 4.90
	(ii) larger than size A3, 10.05
	(d) For making a colour digital copy at research quality of a page of a record:
	(i) up to and including size A3, 1.10
	(ii) larger than size A3, 10.05
3.3	Where a person requests any number of photographs of no more than 100 different pages of records, for supplying a high quality copy, 35.00

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resolution digital image or colour photograph of a page of a record of any size	
Bulk copies of records	
4.1	Where a person requests any number of copies or photographs of a type described in item 3.2 or 3.3 of more than 100 different pages of records:
	(a) for any necessary preparation of records prior to copying, in addition to the costs of any materials used in such preparation, for each 15 minutes expended 15.65
	(b) for the production of the copies and for checking their quality, in addition to the costs of the materials onto which copies are produced and any costs of delivering those copies to the requester, for each 15 minutes expended 15.20
4.2	For providing an estimate for work to be carried out which involves any matter covered by item 4.1, for each 15 minutes expended 11.30
Authentication of other copies and records	
5.1	For authenticating, by certification, a copy of a record or any part of a record (excluding the fee for making the copy) 25.00
5.2	For attending a place other than the Public Record Office to produce and verify the authenticity of a record or any part of a record, in addition to expenses for travel, accommodation and subsistence, for each 15 minutes expended 29.65
Preparation of records for external exhibition	
6.1	For preparing records for exhibition at a place other than the Public Record Office, in addition to the costs of materials, transporting those materials or the records and any expenses for travel, accommodation and subsistence, for each 15 minutes expended 19.85

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<i>Item</i>		<i>Fee (£)</i>
6.2	For providing an estimate for work to be carried out which involves any matter covered by item 6.1, for each 15 minutes expended	19.85

Digital downloads

7	For downloading a digital copy of a record from any part of the website on which the records under the charge of the Keeper of Public Records appear ⁽¹⁾ , unless that record is made available for downloading from that website free of charge	3.45
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Postage and packaging

8	Postage and packaging to be charged at cost for a copy not collected in person by the requester which cannot be sent by e-mail, or which the requester asks to be sent by post	
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⁽¹⁾ The records in question appear on the website of The National Archives (www.nationalarchives.gov.uk).