

# Museum & Art Swindon Research Fees and Charges Guide

To cover the staff costs involved with supporting the management of accessing and using the library/ archive the following charging scheme apply.

Access is between 9:30am and 4pm. 2 weeks minimum notice is required for all bookings.

Each new user must show proof of ID against booking details.

For all enquiries please contact: [MASCuratorial@swindon.gov.uk](mailto:MASCuratorial@swindon.gov.uk)

<b>Activity</b>	<b>Cost</b>	
<b>Single Day Use of Library</b> (Inc. Access to Museum, unlimited private reference photography and 15 photocopies)	Adult - £17	Student - £15
<b>Annual Library User</b> (Unlimited visit over a year, Inc. Access to Museum, unlimited private reference photography and 35 photocopies per year)	Adult - £35	Student - £30
<b>Requesting Archive items</b> (in addition to the fees above, payable on each visit for annual users)	First 10 items / boxes - £5 (£3 annual pass user)	Additional 5 items / boxes - £3 (£2 annual pass user)
<b>Requesting Photo folders</b> (in addition to the fees above, payable on each visit for annual users)	First 15 folders £5 (£3 annual pass user)	Additional 10 folders £3 (£2 annual pass user)
<b>Staff conducted research</b>	Initial 15 mins scoping (will either give answer or an assessment of the likelihood of being able to provide answer) - Free	Per Hour rate - £30
<b>Additional photocopy per sheet</b>	Black & White 20p	Colour 40p