

## Swindon Museum Service research fees.

|   |  |                              |
|---|--|------------------------------|
| Single Day Use of Library (Inc. Access to Museum, unlimited private reference photography and 15 photocopies)                                 |  | £17 (adult)<br>£15 (student) |
| Annual Library User (Unlimited visit over a year, Inc. Access to Museum, unlimited private reference photography and 35 photocopies per year) |  | £35 (adult)<br>£30 (student) |
| Requesting Archive items (in addition to the fees above, payable on each visit for annual users)*   | First 10 items/boxes   | £5 (£3 Annual pass)          |
|   | Additional 5 items/boxes   | £3 (£2 annual pass)          |
| Requesting Photo folders (in addition to the fees above, payable on each visit for annual users)*   | First 15 folders   | £5 (£3 Annual pass)          |
|   | Additional 10 folders  | £3 (£2 annual pass)          |
| Staff conducted research  | 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**                        |
| Additional photocopy per sheet  | B/W  | 20p                          |
|   | Colour   | 40p                          |
| Lydiard House Museum – Surcharge  | Lydiard House doesn't have a research space – Researchers will either use STEAM or SMAG (at above rate).<br>A surcharge for documents to be brought in advance/ returned | £10 per order                |

\* These fees are separated, so an order of 8 boxes and 10 folders would cost £10

Swindon Museum Service reproduction fees.

|   | Standard | Non-profit/<br>charity/<br>Education                | Small run/ Self-<br>publishing/<br>Local group | Notes   |
|---|----------|---|--|---|
| All for first edition/ publication. Subsequent editions/ revisions subject to new application with possible reduction in fee for straight renewal |          |   |  |   |
| <b>Books<br/>Newspapers<br/>editorials<br/>Magazines &amp;<br/>Journals</b>   | £40      | £15 (inc. Text<br>books, scholarly<br>publications) | £20  |   |
| <b>Book Jackets &amp;<br/>Magazine covers</b>   | £120     | £50 (inc. Text<br>books, scholarly<br>publications) | £60  |   |
| <b>Museum<br/>exhibition/ Short<br/>term display</b>  | £30      | £10   | £15  |   |
| <b>Website</b>  | £40      | £15   | £20  |   |
| <b>Advertising :<br/>Newspapers,<br/>brochures,<br/>magazines, direct<br/>mail, trade and<br/>home journals</b>                                   | £40      | £15   | £20  |   |
| All licensed for 3 years  |          |   |  |   |
| <b>CD Rom, Video,<br/>DVD</b>   | £250     | £200  | £200   |   |
| <b>Advertising (TV)</b>   | £250     | £200  | £200   |   |
| <b>Postcards,<br/>greetings and<br/>Christmas cards,<br/>notecards</b>  | £125     | £100  | £100   | Discount possible if museum shop<br>gets stock free/ at discount                  |
| <b>All other<br/>merchandising</b>  | £250     | £200  | £200   |   |
| Licenced for 10 years   |          |   |  |   |
| <b>TV/ Film<br/>All Formats</b>   | £200     | £100  | £100   | Additional discounts available for<br>student projects with no public<br>audience |

Bulk Discounts.

5-10 items – 5%

10-15 items – 10%

15+ items - 15%