



DUPLICATION SERVICES PRICE LIST

Department of Archives & Special Collections

- **Photocopies** (for pickup at Luhrs Reading Room):

Photocopy payments must be received in advance for orders over \$10

First 10 copies	no charge
11 or more copies	\$0.25/ page
11" x 17" copies	\$0.50/ page
Color copies	\$1/ page
FAX delivery (in addition to photocopy charge):	\$3 max. 5 pages

- **Scanning and Digital Imaging fees:**

Digital image	\$15/ photograph
Scanning Text (.pdf files)	\$.50/page plus \$5 email delivery, max. 20 pages
Delivery options (in addition to image charge):	
CD w/ jewel case (for pickup at Luhrs Reading Room)	\$5/CD
Email	\$5/email

- **Shipping and Handling fees:**

Within the United States (U.S. Postal Service First Class mail):	
1-100 pages/CD	\$5 plus \$3 handling
101-200 pages	\$10 plus \$3 handling
Federal Express or UPS:	
With patron's account number	no charge plus \$ 3 handling
ASU Libraries account	\$15 plus \$3 handling
International:	
1-25 pages/CD	\$10 plus \$3 handling
26-50 pages	\$15 plus \$3 handling
51-100 pages	\$20 plus \$3 handling

- **Credit card transactions (over \$10 only):** no charge