

FEE SCHEDULE*

COLLECTIONS AND ARCHIVES

FIXED FEES	
Fulfilling requests (within 10 business days) (Includes basic research in the museum and archival collections. Lists of relevant object data records and files, taken from the Ultima database, will be sent.)	Free
Administrative fees	\$10 per request

RESEARCH FEES (completed by staff members at the researcher's request)	
Students and nonprofit organizations	\$17/hour
Crown corporations, institutions, for-profit organizations, individuals	\$25/hour

REPRODUCTION FEES		
DIGITIZATION		
Graphic documents	Students and nonprofit organizations	\$17 per image
	Crown corporations, institutions, for-profit organizations, individuals	\$25 per image
Textual documents	With digital watermark	\$8 first page \$3 each additional page
Reproductions that require the taking of photographs		Outside firm's fees
Audio and audiovisual documents		Outside firm's fees + shipping
PHOTOCOPIES (made by staff members)		
	Color	Black and white
8½" x 11" and 8½" x 14"	\$0.75/page	\$0.50/page
11" x 17"	\$1/page	\$0.75/page

USER FEES			
Personal and educational use	Free		
Print and digital publications	Cover page	Interior page	Print run or downloads
	\$75	\$30	1000 and under
	\$100	\$40	1001–5000
	\$125	\$50	5001 and over
	\$125	\$50	Uncounted
Outdoor interpretive media	\$75 per image		
Exhibitions, virtual exhibitions and websites	\$25 per image per year or		
	\$75 per image for the duration of the exhibition		
Commercial use	\$100 per year (minimum 3 years)		
Use of a still image or document for broadcasting	\$150 per image		
Use of an audio or audiovisual document	\$150 per minute (minimum one minute)		

OTHER FEES	
Postal delivery	Shipping costs + \$10
Priority processing of requests (2 business days)	\$25
USB key or CD/DVD	\$10

* NOTES

Rates are in Canadian dollars and are NON-NEGOCIABLE.

Rates are subject to change without notice.

Applicable taxes will be added to the above rates.

Fees are calculated per document (textual or graphic) and per use.

User fees include a broadcast license signed by both parties that stipulate conditions of use.

Special rates may be given for exceptional requests.