

Washington State Archives Imaging Services Rates List

SERVICE	UNIT PRICE	UNIT
SCANNING		
Scan Paper Documents (Up to 11"x17") up to 300 DPI – Grade A	\$0.08	Per Image
Scan Paper Documents (Up to 11"x17") up to 300 DPI – Grade B	\$0.13	Per Image
Scan Paper Documents (Up to 11"x17") up to 300 DPI – Grade C	\$0.18	Per Image
Scan Paper Documents (Up to 11"x17") up to 300 DPI – Grade D	\$0.25	Per Image
Scan Paper Documents (Up to 11"x17") up to 300 DPI – Grade E	\$0.38	Per Image
Scan Paper Documents (Up to 11"x17") up to 300 DPI – Grade SH	\$0.55	Per Image
Wide Format Scanning (Larger than 11"x17")	\$65.00	Per Hour
Flatbed Paper Scanning (Up to 11"x17")	\$65.00	Per Hour
Digital Camera (Bound, Oversize, Fragile)	\$65.00	Per Hour
**All Scanning projects require an additional fee for CDs, DVDs, or hard drive	See Special Svs.	
*Non-Standard document or project preparation may require additional \$65.00 per hour charge		
CONVERT DIGITAL FILES TO MICROFILM		
16mm Microfilm – TIFF Images to Microfilm	\$0.03 \$27.00	Per Image and Per Roll
35mm Microfilm – TIFF Images to Microfilm	\$0.15 \$27.00	Per Image and Per Roll
MICROFILM DUPLICATING		
16 mm Diazo (215 ft.)	\$25.00	Per Roll
16 mm Diazo (100 ft.)	\$17.00	Per Roll
35 mm Diazo (100 ft.)	\$22.50	Per Roll
16 mm or 35mm Silver	\$39.00	Per Roll
Microfiche Duplication	\$1.55	Per Fiche
CONVERT MICROFILM TO DIGITAL IMAGES (FILM SCANNING)		
16 mm scanning @ 300 DPI	\$0.05	Per Image
35 mm scanning @ 300 DPI	\$0.13	Per Image
Image quality will depend on microfilm quality. Image enhancement and individual image scanning incurs an hourly rate.	\$65.00	Per Hour
SPECIAL SERVICES		
Archive Boxes	\$2.47	Each
Microfilm Magazines	\$1.25	Each
Compact Disks	\$15.00	Each
DVD	\$25.00	Each
File Transfer to customers hard drive (upload)	\$50.00	Per upload
Portable Media Device for Project Transfer	\$75.00	Each
Flash Drive for Project Transfer (up to 64GB)	\$50.00	Each
Convert Single Page TIFF files to Multi-page	\$0.06	Per Image
File Renaming	\$ 0.10	Per File
Indexing - a maximum of 15 characters per field (1 st field is \$.20, each additional field is \$.05)	Based on number of fields	Per File
Microfilm Processing (develop, browntone, inspect)	\$16.00	Per Roll
Microfilm Processing (develop, browntone, inspect) **RUSH ORDER**	\$21.00	Per Roll
Shipping and Handling	Shipping Cost Plus 30%	Per Shipping
PICKUP AND DELIVERY		
Per mile for all trips	Federal Reimbursement Rate	Per Mile
Per box for all trips	\$1.50	Per Box