



LOA SERVICE FEES - January 1, 2017

LOA REPOSITORY	Rate
Administration Fee for each Project Deposited + any of the following that apply:	\$150 / project
Boxed /Artifacts/Documents – Banker’s Box size (901 to 1800 cu in.)	\$450 / box
Boxed /Artifacts/Documents – Medium Box size (451 to 900 cu in.)	\$225 / box
Boxed /Artifacts/Documents – Small Box size (up to 450 cu in.)	\$125 / box
Mailing Envelope of Artifacts/Documents (letter size)	\$125 / envelope
Boxed Sample Materials – Any size box up to Banker’s Box size	\$125
Ancestral Remains Protocol Fee	At cost
Training session on LOA Filemaker Pro Database, Glossaries, Photography, and Repository procedures and forms	\$500 per person /per day
LOA ARCHIVES Research	Rate
Archivist search for image or document (no charge if less than 15 min.)	\$50 / hour
LOA ARCHIVES Reproductions	Rate
Self-serve photocopies	\$0.10 / page
Staff-made photocopies	\$0.30 / page
Archival image or document – Previously Digitized	\$10.00
Archival image - Scanned on Demand, max. size 10 x 14”	\$20.00
Archival document – Scanned on Demand, max size 10 x 14”	\$0.30 / page
Archival image or document - Scanned on Demand, over 10 x 14”	At cost
LOA ARCHIVES Permission for Use of Photos, Maps, Documents	Rate
Use of LOA Copyright Image/Object in Print Publication	\$100 per use
Electronic Use of LOA Copyright Image/Object	\$150 per use
LOA LABORATORIES (FAUNAL, BOTANICAL, LITHIC, WET, DIRTY)	Rate
Use of bench, counter or sink area – includes supervised access, use of comparative collections, microscope, calipers, digital scale	\$100 / day
Use of Photo light box and camera in the lab - includes training, supervised access, use of light box, camera and computer station	\$100 / day
Short Term Storage of researcher’s research materials in lab or fridge– maximum 3 months. Maximum of one banker’s box of materials	\$10 / week
Clean up of laboratory or equipment – if bench, counter, sink or floor area left dirty	\$75 / hour