

# National Library of Scotland Imaging Services price list



We offer a wide range of imaging services and can supply copies of material from our collections. However, there may be occasions when material cannot be copied, or cannot be copied in certain ways, due to copyright restrictions or the need to protect the collections. For more information, or current delivery times for orders, please consult reading room staff.

## Self-service scanning and copying

We provide self-service scanning and photocopying facilities in the General Reading Room. For conservation reasons all items must be examined by staff at the Enquiry Desk before being copied. Items that need special care will be handled by our Imaging Services Unit.

Colour scan to memory stick: £0.10 per scan  
A4 / A3 black and white copy: £0.20 per page

## Self-service microform printing

A4 / A3 black and white: £0.20 per page

## Minimum charges for orders delivered by post

UK	£ 8.00 (plus VAT)
EU countries	£11.00 (plus VAT)
Rest of the World	£13.00

Examples of what the minimum charge covers include:

1-10 A4 or 1-4 A3 black and white preservation copies and first class postage / airmail.

## Minimum charges for orders delivered by PDF download

1-6 PDF scans £8.00 plus VAT (where applicable)

## Non self-service photocopying

### Black and white preservation photocopying

Size	Cost (excluding VAT)
A4	£0.55
A3	£0.75
A2	£1.90
A2 segments from maps	£2.85
A1	£3.25
A0 Flat sheets only.	£6.40

## Colour preservation photocopying

Size	Cost (excluding VAT)
A4	£1.50
A3	£3.00

## Photographic quality prints (colour or greyscale)

Prices are for colour or greyscale and include the cost of scanning and printing.

We print onto 170gsm matte Presentation paper.

(Other paper types [satin, canvas, gloss] are available upon request, where a surcharge will apply.)

Size	Cost (excluding VAT)
A4	£4.60
A3	£7.20
A2	£9.50
A1	£15.00
A0	£22.00

## Microform printing

Size	Cost (excluding VAT)
A4	£0.90
A3	£1.10
A2	£2.35
A1	£3.95

## Digital imaging

File type	Cost (excluding VAT)
PDF access copy (per scan)*	£1.20
JPEG digital download**	£10.50
JPEG digital download** Existing digital Image	£7.50
TIFF digital file (on disk)***	£13.00

### \*PDF access scans

We can scan pages to portable document format (PDF) for you that are useful for private study, but are not publication quality or for multimedia use.

We will supply these scans as multi-page compressed PDF files, and charge per scan (opening of material).

Maximum size for digitisation from bound volumes: A2 (420 x 594mm).

We apply a minimum charge for orders of up to six scans.

- Minimum charge for PDF scan order: £8.00 (excluding VAT)

### \*\*JPEG digital download

Images will be supplied via an electronic download link sent by email

Image specification (JPEG downloads)	
Jpeg Compression:	10
Colour Mode:	RGB
Pixel Depth:	8 bits per channel
Resolution:	400 PPI (Pixels Per Inch)(min)
ICC Colour Profile:	Adobe RGB (1998)

### \*\*\*TIFF digital file

Unless otherwise specified, TIFF digital images will be produced. Standard 1:1 size at 400 dpi.

Maximum size for digitisation from bound volumes: A2 (420 x 594mm)

If size of the original exceeds A2, please consult reading room staff.

In line with collection care policy, when a complete work is requested for scanning we have the right to make a preservation copy at the same time, which will result in such orders taking longer to process.

## Image manipulation

We charge for any image manipulation or digital retouching on a time basis at the rate of £25 per hour.

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