

Inspire Fees and Charges

Culture | Learning | Libraries

From 1 April 2025, the following charges apply

Self-service computer and microfiche/film prints 20p (B&W A4)

50p (Colour A4) 40p (B&W A3) £1 (Colour A3)

Self-service with own camera

Day pass £14 Weekly pass £31

Reprographic copies by Archives staff

Choose from digital image on CD, via email, or hard copy A4 or A3. Images apply to staff time taken to produce copies.

15 minutes	£15
30 minutes	£23
1 hour	£34
Postage and handling (UK - overseas at extra cost)	At cost
Commercial copying, per 30 minutes	£35

Certified copies

(Add research fee where exact reference not provided)

Anglican & non-conformist christenings, burials

and pre-1837 marriages £19
School extracts, e.g. admission register entries £112
Magistrates courts extracts £12
Postage and handling (UK, oversees at cost) At cost

Other certified copies See reprographic copy prices

Enquiries and Research Service

Enquiries relating to use of service Free

Enquiries that require searching of catalogues and Research fee applies

indexes

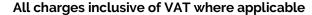
Research OR 1-1 consultation per 15 minutes £15
Research OR 1-1 consultation per 30 minutes £23
Research OR 1-1 consultation per hour £34

Provision of professional advice by a qualified £50 per hour + mileage @ 45p per mile

conservator or archivist

Translation or transcription of archival documents per £34 per hour

hour











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From 1 April 2025, the following charges apply

Talks & Workshops

Onsite or online bespoke workshops

3 hours £150 6 hours £205 Group onsite talks. Choose from our range including £80

Introduction to Archives, source or thematic based (90

minutes)

Talks at external venues (up to 15 people) £90 (plus travel)

Reproduction/publication fees - Digital and printed

Commercial use (per item) £50 Not-for-profit (per item) £15 Broadcasting: regional £100 Broadcasting: networked £150 Broadcasting: UK and overseas £250

Conservation

Archival quality preservation materials (e.g. acid free boxes, folders and sleeves for papers and photographs) Conservation of documents, maps, plans etc. Restoration and conservation of historic to modern leather/cloth bindings and books. New bindings in cloth, e.g. journals, theses, periodicals

and reference works Treatment of flood damaged and mould affected materials

Quotes available on request

Meeting room hire

Hourly rate (during opening hours)

Meeting room hire charges outside of building opening

hours by negotiation.

Commercial: £18

Community groups, NCC and non-profit: £9

Gallery hire

Three weeks £40 (non-profit £20) Six weeks £60 (non-profit £30) Shared hire (shared exhibition) Negotiated rates

Document case hire (collection only)

Replacement library card

Pencils (for use in search room)

Per fortnight £30 Failure to return case on agreed date (per case per £30

week)

£1.60 50p each

All charges inclusive of VAT where applicable



delivered by

