STATUTORY INSTRUMENTS

1988 No. 1385

PUBLIC RECORDS

The Public Record Office (Fees) Regulations 1988

Made - - - -	*29th July 1988*
Coming into force	*1st August 1988*

The Lord Chancellor, in exercise of the powers conferred on him by section 2(5) of the Public Records Act 1958 (**a**) and with the concurrence of the Treasury, hereby makes the following Regulations:

1. These Regulations may be cited as the Public Record Office (Fees) Regulations 1988 and shall come into force on 1st August 1988.

2.—(1) Subject to the following provision, the fees to be charged for the authentication of copies of or extracts from records under the charge of the Keeper of Public Records and for other services afforded by officers of the Public Record Office shall be those set out in the Schedule to these Regulations.

(2) The Keeper of Public Records may remit a fee where the service performed by him is likely to include any research in consequence of a postal inquiry or has been or is likely to be exceptionally simple.

3. The Public Record Office (Fees) Regulations 1987 (**b**) are hereby revoked.

Mackay of Clashfern, C.

27th July 1988

We concur,

David Lightbown
Tony Durant
Two of the Lords Commissioners
of Her Majesty's Treasury

29th July 1988

(**a**) 1958 c.51.
(**b**) S.I. 1987/444.

SCHEDULE

Item	*Fee* £
Authentication of copies of records	
1. For the authentication of a copy of a record or of an extract from a record, in addition to the charge for the copy, for each sheet	4.00
Attendance at a court	
2. For attendance by an officer of the Public Record Office at any court, in addition to the actual travelling expenses properly incurred, for each day or part of a day	128.00
Research	
3. For any piece of research among the records in the Public Record Office undertaken in consequence of a postal inquiry	10.00
Supervision of camera crews	
4. For the supervision by an officer of the Public Record Office of camera crews filming in the Public Record Office, for each hour or part of an hour	19.00
Preparation of records for exhibition	
5.1 For the preparation of records for display at exhibitions outside the Public Record Office–	
(i) For documents up to 851 mm by 603 mm	18.50
(ii) For documents between 851 mm by 603 mm and 1142 mm by 837 mm	28.50
(iii) For documents between 1142 mm by 837 mm and 1676 mm by 1142 mm	41.00
(iv) For documents larger than 1676 mm by 1142 mm, for each additional 300 mm or part of 300 mm on either dimension	1.00
5.2 For the making of perspex or other special mounts, in addition to the actual costs of materials properly incurred, for each hour of staff time	16.00
5.3 For the repair of documents to a standard appropriate for exhibition, in addition to the costs of preparing them for display, for each hour of staff time	16.00
Seals	
6.1 For the making of casts of seals from an existing rubber mould, for each side of the seal–	
(i) Seals up to 50 mm in diameter	
Resin	24.16
Wax	33.50
(ii) Seals between 50 mm and 100 mm in diameter	
Resin	24.32
Wax	35.00
(iii) Seals over 100 mm in diameter	
Resin	24.64
Wax	38.00
6.2 For the making of casts of seals for which no rubber mould exists, for each side of the seal–	
(i) Seals up to 50 mm in diameter	
Resin	64.80
Wax	74.14
(ii) Seals between 50 mm and 100 mm in diameter	
Resin	68.16
Wax	78.84
(iii) Seals over 100 mm in diameter	
Resin	70.40
Wax	83.76

Item		*Fee* £
Microfilms of records		
7.1 For microfilm of records which can be filmed by the Public Record Office at the rate of not less than 120 frames an hour		
	Per exposure	0.21
	Minimum charge	21.00
7.2 For microfilm of records which cannot be filmed by the Public Record Office at the rate of 120 frames an hour		
	Per hour of staff time	13.00
7.3 For microfilm of records which can be filmed by the Public Record Office at the rate of not less than 120 frames an hour, to be supplied for commercial purposes		
	Per exposure	0.34
	Minimum charge	34.00
7.4 For microfilm of records which cannot be filmed by the Public Record Office at the rate of 120 frames an hour, to be supplied for commercial purposes		
	Per hour of staff time	21.00
7.5 For duplicate microfilm from existing negatives–		
(i) For each reel of 100 feet of consecutive frames		34.80
(ii) For each run of consecutive frames		
	Per foot	0.42
	Minimum charge	16.80
(iii) Where supplied for commercial purposes, for each reel of 100 feet of consecutive frames		140.00
(iv) Where supplied for commercial purposes, for each run of consecutive frames		
	Per foot	1.70
	Minimum charge	68.00
Electrostatic copies of records		
8.1 For direct copies from original documents		
	Per print	0.23
8.2 For prints from microfilm		
(i) From existing microfilm	Per print	0.61
(ii) From new microfilm	Per print	1.74
8.3 For Copyflo prints from microfilm		
(i) From existing microfilm	Per print	0.23
Minimum charge for each run of consecutive frames		9.20
(ii) From new microfilm	Per print	0.46
Minimum charge for each run of consecutive frames		18.40
Bromide prints from microfilm		
9. For bromide prints from microfilm		
(i) 12 inches by 16 inches	Per print	6.80
(ii) 16 inches by 20 inches	Per print	7.50
(iii) 20 inches by 24 inches	Per print	9.25
(iv) Additional charge for up to 20 inches by 24 inches reproduced to actual size	Per print	2.55

Item		*Fee* £
Photographs of records		
10.1 For monochrome prints and transparencies		
(i) For prints	8″ x 10″	8.22
	12″ x 15″	8.63
	16″ x 20″	9.60
	20″ x 24″	10.87
	24″ x 30″	12.10
	30″ x 40″	12.64
	35″ x 50″	18.40
	40″ x 60″	25.30
(ii) For sepia-toned prints, as prescribed in 9.1(i) plus 50%		
(iii) For ultra-violet or infra-red enhanced prints, as prescribed in 9.1(i) plus per print		3.97
(iv) For prints mounted on board, as prescribed in 9.1(i) plus per square foot		0.96
(v) For transparancies for overhead projectors		
	8″ x 10″	9.87
10.2 For colour prints and transparencies		
(i) For prints	5″ x 7″	19.63
	6″ x 8″	22.20
	8″ x 10″	28.30
(ii) For transparencies	35 mm (mounted)	6.53
	5″ x 7″	25.79
	8″ x 10″	37.11
Miscellaneous reprographic and photographic charges		
11.1 Work requiring special attention or any reprographic or photographic service not mentioned in this schedule and which the Public Record Office is able to undertake	Per hour of staff time	13.00
11.2 Work requiring special attention or any reprographic or photographic service not mentioned in this schedule, which the Public Record Office is able to undertake and supply for commercial purposes.	Per hour of staff time	21.00
11.3 Handling charge	Per document or film	2.00
11.4 Packing	Per package in addition to any postal charges properly incurred	0.28
11.5 Hand colouring of maps	Per hour of staff time	13.00
	Minimum charge	6.50

EXPLANATORY NOTE

(This note is not part of the Regulations)

The Regulations replace the Public Record Office (Fees) Regulations 1987 and prescribe the full range of fees to be charged for authentication of copies of records and for other services provided by the Public Record Office.