



## BILLING RATES - FY 10/11

**DEPARTMENT NAME :**  
**Publications and Promotion**

**VICE-PRESIDENT AREA :**  
**Advancement**

DESCRIPTION OF COMMODITY OR SERVICE :	UNIT OF BILLING	FY 10/11 RATE	CUSTOMERS BEING SERVED
2x3, 3.5x5, and 4x6 digital shoots - HP photo paper	each	\$2.00	Internal & External
5x7 digital shoots - HP photo paper	each	\$2.00	Internal & External
8x10 digital shoots - HP photo paper	each	\$4.00	Internal & External
8.5x11 digital image	each	\$5.00	Internal & External
Freelance Photography	per hour	\$55.00	Internal & External
Digital Photo Shoots	per hour	\$15.00	Internal & External
Equipment Replacement Overhead Fee	each order	\$3.50	Internal & External
CD burns	each	\$3.00	Internal & External
Digital to CD or disks	per hour	\$30.00	Internal & External
Scanned slides, negatives, or photos	each	\$3.00	Internal & External
Alterations and enhancements of scans	each	\$4.00	Internal & External
Proof Sheets/Digital Images	each	\$1.00	Internal & External
Hourly rate per photographer	hour	\$25.00	Internal & External
After hours rate per photographer	hour	\$55.00	Internal & External
Non-assignment CD	each	\$10.00	Internal & External