



BILLING RATES - FY 11/12

DEPARTMENT NAME

University Libraries

VICE-PRESIDENT AREA

Academic Affairs

DESCRIPTION OF COMMODITY OR SERVICE	UNIT OF BILLING	FY 11/12 RATE	CUSTOMERS BEING SERVED
<u>Fines:</u>			
Regular circulation	per day	\$0.25	Students & Community
Periodicals, etc.	per day	\$1.00	Students & Community
Reserves (hourly and daily)	per hour/day	\$1.00	Students & Community
Recalled materials	per day	\$1.00	Students & Community
<u>Media:</u>			
Slides	per set/day	\$1.00	Students & Community
<u>Equipment, videos, audio tapes, etc., by loan period:</u>			
2 hr/overnight	per hour	\$1.00	Students & Community
less than a week	per day	\$1.00	Students & Community
a week or longer	per day	\$0.25	Students & Community
Laptops	per hour	\$6.00	Students & Community
Projectors	per hour	\$6.00	Students & Community
Camera & Camcorders	per hour	\$3.00	Students & Community
Study Room Key Replacement	per each	\$40.00	Students & Community
<u>Patron Community Privileges:</u>			
Initial Fee	per each	\$10.00	Non-university users
Annual Renewal	per each	\$7.00	Non-university users
Lost Card	per each	\$7.00	Non-university users
Expanded Community Privileges	per each	\$50.00	Non-university users
<u>Lost Materials:</u>			
Materials which cost more than \$75	per each	Actual Cost	All patrons
Replacement cost of an item:	per each	\$75.00	All patrons
Processing fee	per each	\$25.00	All patrons
Binding fee (if needed)	per each	\$8.00	All patrons
Locker key replacement	per each	\$5.00	All patrons
<u>Media:</u>			
Lost, damaged slide film	per each	\$2.00	All patrons
Lost damaged slide mount	per each	\$1.00	All patrons
Lost, damaged equipment	at cost	at cost	All patrons



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<u>Copy/Printing Charges:</u>			
Coin-op photocopy machines	per each	\$0.15	All patrons
Tiger-Stripe copies	per each	\$0.15	Tiger-Stripe users
Coin-op microform reader/printers	per each	\$0.10	All patrons
Engineering Copies/linear foot	per each	\$1.00	All patrons
Vellum 24"x36"		Add \$1.00	All patrons
Mylar 24"x36"		Add \$4.00	All patrons
Laser Printing (Black&White)	per page	\$0.10	All patrons
Laser Printing (Color)	per page	\$0.50	All patrons
<u>On-Line Database Searching:</u>			
Research literature searches	at cost	at cost	University patrons
Research literature searches	at cost+ fee	at cost+fee	Non-university patrons
<u>Special Collections:</u>			
Postage & handling for mailing orders	per each	\$5.00	All patrons
Photocopy by staff first 4 pages	no charge	no charge	All patrons
Photocopy by staff 5+ copies	per each	\$0.25	All patrons
Photocopies 50-page, surcharge for large order	flat fee	\$1.00	All patrons
Microfilm (reel)	per each	\$20.00	All patrons
Scanned photo/image by staff	per each	\$2.00	All patrons
Scanned photo/image, surcharge per 5	per each unit of 5	\$1.00	All patrons
Scan/print color or b/w photo by Staff	per each	\$4.00	All patrons
Scan/print color or b/w photo by Patron	per each	\$2.00	All patrons
CD-R, 700MB	per each	\$1.00	All patrons
CD-RW, 700MB	per each	\$1.50	All patrons
DVD's, 4.7GB	per each	\$2.00	All patrons
100MB Zip Disk	per each	\$12.50	All patrons
Floppy Disk	per each	\$0.50	All patrons
Photo Paper 8 1/2" x 11"	per each	\$1.00	All patrons
Photo Paper 4"x6"	per each	\$0.50	All patrons
Color Plotting/linear foot	per each	\$5.00	All patrons
Wide Format Color Scanning/linear foot	per each	\$3.00	All patrons



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<u>Photographs (B&W or Color From Negative or Film):</u>			
Scanning fee	per each	\$2.50	All patrons
Equipment fee	per order	\$3.50	All patrons
TNT Setup Fee (all orders under \$10)	per order	at cost	All patrons
TNT Shipping Fee	per order	at cost	All patrons
5x7 or smaller	per each	at cost	All patrons
8x10	per each	at cost	All patrons
11x14	per each	at cost	All patrons
16x20	per each	at cost	All patrons
20x24	per each	at cost	All patrons
<u>Photographs (B&W From Scan/Prints):</u>			
Scanning fee	per each	\$2.50	All patrons
Equipment fee	per order	\$3.50	All patrons
TNT Setup Fee (all orders under \$10)	per order	at cost	All patrons
TNT Shipping Fee	per order	at cost	All patrons
5x7	per each	at cost	All patrons
8x10	per each	at cost	All patrons
10x12	per each	at cost	All patrons
11x14	per each	at cost	All patrons
16x20	per each	at cost	All patrons
20x24	per each	at cost	All patrons
24x30	per each	at cost	All patrons
30x40	per each	at cost	All patrons
Phase Boxes	per each	\$5.00	All patrons
<u>Records Management:</u>			
Records storage, per cubic foot storage box	per year	\$3.00	University departments
Microfilming Labor Charges	per each	\$78.60	All patrons
Preparation of records for filming / hour	min. wage	at cost	All patrons
<u>Microfilming Materials and Processing Fees:</u>			
16mm Film	per roll	at cost	All patrons
35mm Film	per roll	at cost	All patrons
Processing of 16mm x 100 ft. film	per roll	\$6.00	All patrons
Processing of 35mm x 100 ft film	per roll	\$7.00	All patrons



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Duplicating and processing of 16mm x 100 ft. film Diazo Negative Duplicate	per roll	\$6.00	All patrons
Duplicating and processing of 16mm x 100 ft. film Silver Positive Duplicate	per roll	\$14.50	All patrons
Duplicating and processing of 35mm x 100 ft. film Diazo Negative Duplicate	per roll	\$7.75	All patrons
Duplicating and processing of 35mm x 100 ft. film Silver Positive Duplicate	per roll	\$18.50	All patrons
Splicing of film (1-10)	per each	\$1.75	All patrons
<u>Miscellaneous</u>			
Locker rental	per semester	\$6.00	Students
Locker rental	two semesters	\$10.00	Students
Report Binding - 2 clear report covers and 1 binding comb	per each	\$1.00	Students & Employees
Library Tote Bag	per each	\$1.75	Students, Employees & Community
Table Rental	per each	\$5.00	Students
Table Rental	per each	\$11.00	Univ Depts & Other Groups
Chair Rental	per each	\$0.25	Students
Chair Rental	per each	\$0.55	Univ Depts & Other Groups