

Reproduction fees

	Description	Cost per unit	Notes
Photocopying	Black and white photocopy	50 cents	
	Colour photocopy	\$1.00	<ul style="list-style-type: none"> Not available in the Alice Springs Office
	Reproduction in PDF format	\$1.00	<ul style="list-style-type: none"> Not available for the reproduction of photographs Not available in the Alice Springs Office
Digitising	For each image or page in both Jpeg and Tiff format	\$15.00	<ul style="list-style-type: none"> Please note that high resolution digitised material will not be sent via e-mail
	Extra cost per CD	\$11.00	<ul style="list-style-type: none"> There is no added cost when using a USB stick provided by the researcher to transfer the digitised material.
Printing	Reproduction of a document or a photograph on photographic paper	\$11.00	<ul style="list-style-type: none"> A4 size (295x210mm) available only
Over size items	Maps and plans larger than A3 format (over 280x410mm)	See notes	<ul style="list-style-type: none"> This reproduction work has to be outsourced and a quotation is provided for each order.
Copying film on DVD	For each 15 minutes of footage	\$15.00	<ul style="list-style-type: none"> This applies only when source has already been converted to a DVD format.
	Extra cost per DVD	\$11.00	
Reproducing oral histories sound recordings	For each extract of sound	\$15.00	<ul style="list-style-type: none"> Costing is by extract of sound. One extract is of 10 minutes duration or less. NTAS does not generally provide copies of sound recordings of whole interviews.
	Extra cost per CD	\$11.00	<ul style="list-style-type: none"> There is no added cost when using a USB stick provided by the researcher to transfer the digitised material.
Payment	Payment can be made by cash, EFTPOS, credit card, cheque or postal money order. EFTPOS facilities are not available at our Alice Springs office.		
GST	Please note that all costs above are GST inclusive		
Permission to publish and acknowledgments	<ul style="list-style-type: none"> Permission has to be sought from Northern Territory Archives Service before publishing any of the reproduced material. Paraphrasing or quoting from archives does not constitute publishing. However the source of all quotes and paraphrases has to be acknowledged. Please contact NTAS staff if you need help with this or refer to the NTAS Citation Leaflet. 		
Contact details	<p>Enquiries may be submitted by post, fax, telephone or e-mail.</p> <ul style="list-style-type: none"> Darwin Office: Postal: GPO Box 874 DARWIN NT 0801 Telephone: (08) 8924 7677 - Fax: (08) 8924 7660 Alice Springs Office: PO Box 8225 ALICE SPRINGS NT 0870 Telephone: (08)8951 5669 - Fax: (08) 8951 5232 E-mail: nt.archives@nt.gov.au - Website: http://www.nt.gov.au/ntas/ 		