

Provincial Archives of Saskatchewan Fee Schedule

Effective April 1, 2022

Prices do not include GST or PST

Fees charged to researchers for the reproduction of archival materials assist in the long-term preservation of historical records in the Permanent Collection of the Provincial Archives of Saskatchewan.

Shipping and Handling:

In Canada Shipping/Handling	\$8.00 / delivery
Out of Canada Shipping/Handling	\$14.00 / delivery
Courier Handling	\$8.00 / order + courier cost
Outsourced Reproduction Handling	\$10.00 / item*

The fees indicated above are minimum charges; additional fees may be levied based on actual shipping costs for large orders.

*PAS may require a digital copy of some outsourced reproductions to be deposited with PAS at the researcher's expense.

Textual Record Reproduction:

Black and White Paper Photocopies (max 11"x17")	\$0.60 / page
Colour Photocopies (max 11"x17")	\$1.60 / page
Colour Digital Reproductions to PDF	\$0.60 / page
Homestead File Reproduction (paper or digital)	\$12.00 / file
Custom Digital Reproduction	See Photograph Fees

Digital Newspaper Reproductions:

Digital Copy of Single Issue (PDF)	\$2.00 / issue
Digital Newspaper Issues for 1 Calendar Year (PDF)	\$60.00 / year

Photograph Reproductions:

Standard fee (300 dpi, maximum original image size of 11"x17")	\$15.00 / image
Custom Reproduction fee (more than 300 dpi, or larger than 11"x17")	\$35.00 / image

Very large items such as panoramic photographs may incur additional charges. Please ask staff for an estimate.

Microfilm Reproductions:

Microcopy to Paper – Self-Serve	\$0.60 / page
Microcopy to Paper or Digital – By Archives Staff	\$1.00 / page
Microfilm Reel to Digital (PDF)	\$60.00 / reel

Audio Recording and Moving Image Reproductions:

Audio Recording Reproduction	\$25.00 / item
Moving Image Reproduction (excludes film reels)	\$60.00 / item

Media Storage Devices

DVD, CD	\$5.00 each
USB Flash Drive (capacity varies)	\$10.00 each
Portable Hard Drives	Actual cost

Interlibrary Loans

Interlibrary Loan – In Province	\$16.00 / 3 reel loan max.
Interlibrary Loan – Out of Province	\$22.00 / 3 reel loan max.
Interlibrary Loan – continental United States	Actual cost of shipping plus \$8.00

Commercial Use Fees

\$50.00 / Order

Other Services and Fees

Digital Media Editing	\$50 / hour (minimum 1 hour charge)
Accelerated Copy Service Charge (rush orders)	100% copy fee surcharge
Special Request or Very Large Order Service Charge	Subject to Manager Approval
Textual and Photographic Reproductions / Other Requests	Copy charge + \$24 / hour (minimum 1 hour charge)
Audio/Video / Microfilm Reproductions / Other Requests	Copy charge + \$50 / hour (minimum 1 hour charge)
Document Certification	\$50 (1 – 25 pages) \$1.00 / additional pages