



Standard Duplication Fees

Photocopies

\$.20 per page (8 ½ x 11" or 8 ½ x 14")

\$.30 per page (11 x 17")

Please note that photographs cannot be photocopied.

Scanning

General Scan: \$1.00 per scan. (300 dpi)

Special handling: \$5.00 per scan

Oversized items (11x17 or larger)

Special formats such as slides or negatives

Images scanned at 600 dpi or higher

Scanned images can be delivered via email attachment, DropBox, or USB flash drive.

Digital Files

\$1 per file. Digital files can be delivered via email attachment, DropBox, or USB flash drives. Additional fees for large files may apply.

Photographic prints

The Archives & Special Collections uses commercial vendors for its photographic duplication. The costs associated with the duplication, plus a \$2.50/item handling fee (\$5.00 minimum), are charged to the patron. If the duplication of a photograph requires the creation of a negative, the negative remains the property of the Archives & Special Collections.

Audio/Visual Duplication

Please contact the archive at (870) 972-2987 for information about the duplication of audio/visual material.

Printing

\$.20 per page (8 ½ x 11" or 8 ½ x 14")

\$5.00 per page (8 ½ x 11" on photo paper)

\$7.00 per page (8 ½ x 14" or 11 x 17 on photo paper)

Postage

All mail orders sent via US Mail, First Class.

United States: Cost of postage plus a \$2.00 handling fee.

International: Contact Archive staff for pricing