Library Fee Schedule

Photocopying & Scanning:
8 ½” x 11” B&W --- 20 cents each  
8 ½” x 11” color --- 50 cents each  
8 ½” x 14” B&W --- 30 cents each  
8 ½” x 14” color --- 75 cents each  
11” x 17” B&W --- 75 cents each  
11” x 17” color --- $2.00 each

Publication fees – Non-Profit
1 to 15 images $30.00 per image  
16 or more images $25.00 per image

Publication fees – Commercial
1 to 15 images $100.00 per image  
16 or more images $75.00 per image

Non-published, personal copies of photos or archival documents OR for patrons without a research request
$5.00 per 300 dpi in-house scan, emailed to patron  
$5.00 for flash drive on which scans are copied

Research Request Fees
Any research question which requires our volunteers to go beyond our book stacks (such as historic photos, maps, drawings, and archival materials) requires an up-front research fee.  
$20.00 for Colorado Railroad Museum members  
$30.00 for non-members

Staff/Volunteer Research Time
$75.00 per hour will be charged for complicated and time-consuming research done on your behalf.

**NOTE:** Any lengthy walkthrough of documents or objects needs to be scheduled with correspondence and have supervised studies of what is requested.

Payment
Orders will not be fulfilled until payment is received. The Library accepts cash or checks. Credit card payments must be processed in the gift shop in the Depot.

Off-Site Printing and Scanning (or items larger than 11” x 17”):

Map and Drawing Reprints:

Digital Scan: $20.00 per scan plus $5.00 per flash drive on which scans are copied

*Additional charges not included in the above prices, such as postage, will depend upon weight, packing materials, and distance of shipment.