

Olive Free Library Duplication Fee Schedule

Mail Order Handling Fee

Postage and a 20% handling fee will be applied to all mailed items. Expedited delivery services can be arranged at an additional cost.

Rush Orders

For rush orders (less than 3 days), the total cost will be doubled.

Photocopies

20 cents per page for black and white and 30 cents per page for color.

PDFs and reference images taken with a phone (sent via email)

\$ 2 per page.

Digital Imaging

- Copy of an existing scan: \$5.00
- New scan produced with on-site flatbed scanner: \$10.00
- New image produced off-site: \$20.00

*Fees will be waived for teachers and staff of the Onteora School District requesting up to 5 digital images; the regular fee schedule applies to any images beyond those 5.

Video and Film:

Copy of an existing digital file:

- Small (fits on a DVD): \$25.00
- Medium (fits on a 1 terabyte hard drive): \$50.00 plus the cost of the hard drive
- Large (requires a hard drive larger than 1 terabyte): \$100.00 plus the cost of the hard drive(s)

New digital file created from film or video cassette:

- Contact staff for pricing.

Audio Files

Contact staff for pricing.

Photographic Reproduction

Contact staff for pricing.

Updated May 2022