

Scale of Fees

General remarks

1. The providing of archival material is free of charge.
2. Consultation and research assistance is generally free, however, if the time needed exceeds half an hour, a research fee may be charged (cf. item 9).
3. Fees may be reduced or waived if:
 - 3.1 the consultation and usage of holdings are in the immediate interest of the Archives of Contemporary History;
 - 3.2 the consultation and usage stands in connection with a new edition of a publication;
 - 3.3 the consultation and usage is conducted on behalf of the creator of a holding, its donator or benefactors.
4. Reproductions of archival material which must be completed by third parties due to technical or conservatory reasons will be invoiced at cost.
5. Invoices and price quotes for reproductions are issued as follows:
 - 5.1 For commissions exceeding the price of CHF 30.- quotes are made.
 - 5.2 Commissions exceeding the price of CHF 200.- will only be completed after an advance payment has been made.
 - 5.3 Invoices will be issued once the annual order volume exceeds CHF 30.-.
6. Additional fees may be charged for the publication of archival material.

Reproduction

7. Reproductions, produced by the user

Photographs (without flash) Scanner in reading room Digital copies in reading room	free of charge
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8. Reproductions in reading quality made by the Archives of Contemporary History

Digital copies of text documents or photographs from analogue sources (only complete files; formats: PDF)	per page/image	CHF 1.-
	max. per dossier	CHF 50.-
Digital copies of text documents or photographs from digital sources	per dossier	CHF 1.-

Digital copies of audio and video files from analogue sources	per unit	according to efforts (min. CHF 50.-)
Digital copies of audio and video files from digital sources	per unit	CHF 25.-
All print-outs (in addition to any digitalization costs)	per page	CHF -.50

The Archives of Contemporary History reserves the right to carry out a cost-based invoicing with a preliminary offer for large digitisation orders.

9. Reproductions in printable quality, made by the Archives of Contemporary History.

A basic fee of CHF 10 is charged.

Digital copies of text documents or photographs from analogue sources (Formats: JPEG oder TIFF)	per page	10 CHF
Digital copies of text documents or photographs from analogue sources (PDF oder TIFF)	per page	1 CHF

Research by qualified staff

9. Research by user service and expertise

< 30 minutes		free of charge
> 30 minutes	per started 30 minutes	CHF 50.-

Zurich, 2023-01-01 (The German version is legally binding.)