

All fees and charges are inclusive of 20 % VAT

1 SEARCHROOM PHOTOGRAPHY

1 day permit	£5.00
5 visit permit (valid for 5 non-consecutive visits for 6 months from date of purchase)	£10.00
Annual permit	£50.00

2 WEST RIDING REGISTRY OF DEEDS ORDERS

2.1 Legal Enquiries / Express Service

Deed / Index Search	£60.00
Deed Office Copy (plans supplied in black and white)	£46.00
Certified Deed Copy (plans supplied in colour)	£68.00

2.2 Family/Local History Research

Initial Half Hour search	£22.00
Deed Copy (plans not included)	£11.00
Deed Office Copy (plans supplied in black and white)	£46.00

3 REPROGRAPHICS

3.1 Digital Copies (excluding deeds, tithe maps, bulk orders)

Set-Up/Handling Fee (price per order)	£5.50
Digital colour image supplied at 200dpi PDF file ¹ (price per image)	£2.30

3.2 Paper Copies (excluding deeds, tithe maps, bulk orders)

Set-Up/Handling Fee (price per order, postage included)	£6.00
A4/A3 Black and white paper copy (price per image)	£1.00

¹ Higher resolution images can be supplied upon request.

A4/A3 Colour paper copy (price per image)	£2.00
A4 print from PC - Ancestry website (price per page)	
B&W print	£0.20
Colour print	£0.30
Certification (price per document payable in addition to cost of copy)	£11.00

3.3 Bulk Orders

Additional fees are payable if your copy order is a bulk order. Please consult staff for a quotation.

A non-refundable fee for providing an estimate of the copying charge for bulk orders	£10.00
Set up/handling fee for all copy orders of 30+ copies	£25.00
Set up/handling fee for all copy orders of 60+ copies	£40.00
Set up/handling fee for all copy orders of 100+ copies	£55.00
Set up/handling fee for all copy orders of over 100 copies for every additional 100 copies	£25.00

3.4 Wills

	Price per document
Probate documents (wills, letters of administration etc.) Nb. pre 1858 held at WYAS Leeds 1858-1941 held at WYAS Wakefield	£10.00
Leeds Marriage Bonds and Allegations copies	£10.00
Leeds Ordination Papers copies	£15.00

4 REMOTE RESEARCH SERVICE

A brief 30 minute search for those unable to visit the archive service in person: results sent within 10 days	£22.00
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5 PUBLISHING AND REUSE

	Price per image
Reproduction fee: Non-commercial publication	£5.50
Reproduction fee: Commercial publication	£50.00

6 GROUP VISITS / TALKS

6.1 West Yorkshire Archive Service: Wakefield (West Yorkshire History Centre)

	Price per visit
Introductory visit during office hours: up to 25 people	£65.00
Introductory visit during office hours: 25-40 people	£97.50
Introductory visit: Out of hours	£130.00

Specialist group visit during office hours: up to 25 people	£85.00
Specialist group visit during office hours: 25-40 people	£127.50
Specialist group visit: Out of hours	£170.00
School workshop	£62.00

6.2 West Yorkshire Archive Service: Bradford, Calderdale, Kirklees or Leeds

Available during office hours only

	Price per visit
Introductory group visit	£65.00
Specialist group visit	£85.00

6.3 Off-Site Talks

	Price per talk
Talk (up to 2 hours) during office hours	£85.00
Talk (up to 2 hours) outside office hours	£120.00
Specially designed talk	Price on application

7 FILMING

	Price per hour/part hour
Commercial filming at offices during office hours	£60.00
Commercial filming at offices outside normal office hours	£100.00
Archive staff to accompany documents off site	£50.00 + travel expenses

8 OTHER SERVICES

Conservation: New External Customer Contract (price per hour)	£47.00
Consultancy: Half Day	£256.00
Consultancy: Full Day	£531.00
Commercial Records Management storage	Prices on request
Room Hire: West Yorkshire History Centre	Prices on request
Training: Half Day delivery	£175.00
Training: Full Day delivery	£350.00