

FEES FOR SERVICES PROVIDED BY THE CNB ARCHIVE

Provision of an excerpt, transcript or copy of archive documents or a notice of a negative finding, and verification of copies provided by public archives:

Provision of excerpt or transcript	CZK 50 per page or part thereof
Notice of negative finding	CZK 50
Verification of copy	CZK 30 per page or part thereof

Reproduction of archive documents

Xerographic copying (CZK per sheet)

	A4	A3
Black-and-white one-sided copy:		
loose sheets	CZK 5	CZK 8
bound sheets	CZK 7	CZK 12
Black-and-white double-sided copy:		
loose sheets	CZK 8	CZK 12
bound sheets	CZK 17	CZK 22
Colour copy:		
loose sheets	CZK 25	CZK 38
bound sheets	CZK 33	CZK 46

Black-and-white/colour digital reproduction (CZK per sheet)

scanner to the size A4	CZK 30
scanner to the size A3	CZK 60
Provision of already digitalized reproduction (1 scan)	CZK 25

Viewing of digital reproductions via internet is free of charge.

All new digital reproductions are provided in colour with the colour depth of 24 bits or higher, 300 dpi resolution, in JPG, PDF/A or TIFF format.

Consent to single use of reproductions of archive documents

The use of reproductions of archive documents for scientific purposes (scientific and professional journals, collections, single studies, monographs, issues, exhibition catalogues) is free of charge. In case of scientific use of reproductions there has to be mentioned the name of the archive preserving the archival document. Without the quotation is the use of reproduction considered as the use for commercial purposes.

The use of reproductions of archive documents for commercial purposes (illustrated publications, TV programmes, films, postcards, calendars, promotional materials, etc.) is **charged for as follows:**

black-and-white or colour reproductions

for printing up to 600 pieces	CZK 1,500 (per item)
for printing over 600 pieces	CZK 3,000 (per item)

These prices also apply to reproductions of archive documents obtained using the applicant's own equipment.

Filming of archival documents (with the exception of documentary or educational programs):

Each hour of filming CZK 700.

Searches:

simple search (1 hour) based on excerption of 1–2 archive sources	CZK 350
simple search (1 hour) based on excerption of 3–5 archive sources	CZK 500
demanding combined search (1 hour) based on excerption of 6 or more archive and external sources	CZK 600
search based on the archive database	CZK 150

Office work

one hour	CZK 60
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Handling fees

packing – parcels	CZK 30
packing – envelopes up to 1 kg	CZK 20

Postage will be charged according to Česká pošta's price list.

Fees for Czech National Bank Archive services must be paid after the written application has been filed by the CNB Archive. Prior to the provision of the CNB Archive's written reply to the applicant, the applicant will be notified in writing of the amount of the fee for the CNB Archive services. This notification will give the CNB's bank account details and the payment term. After receiving payment, the document prepared by the CNB Archive will be sent to the applicant without delay.

The Czech koruna (CZK) is converted into foreign currency using the CNB foreign exchange market rate, which can be found on the CNB website (www.cnb.cz).