

REPROGRAPHIC PRICE LIST

TYPE OF THE COPY	PRICE
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Photocopies

Photocopy of original documents or paper based copies – per page	A4 size	300 HUF/page
	A3 size	500 HUF/page

Digital copies/scan

General adjustment (scan A4, A3 documents, photos, films)	Scanning documents	150HUF/page
	Scanning films and photos (24x36mmperforatedframe)	380 HUF/page
digital records of parish registers	Basic resolution (300 dpi, JPG, non-edited)	400 HUF/page
Customized adjustment – per record (seals, crests, charters, coat of arms, maps, plans, blueprints, engineering drawings, items, objects)	Basic resolution (300 dpi, JPG, non-edited)	635 HUF/page
	Print resolution (300 dpi, TIFF, edited)	1 905 HUF/page
CD		300 HUF
DVD		400 HUF
Download from NAH server		no extra fee
Printing on printingpaper – per print	(80 g)	380 HUF
Printing on matt or glossy photopaper– per print	(240 g)	1 525 HUF

Photo tickets

For half a day	3 000 HUF	
For one day	4 000 HUF	
For ten days	18 000 HUF	
For twenty days	32 000 HUF	
For archivists	For one year	15 000 HUF
	For half a year	8 000 HUF

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Mikrofilm scans		
Digital scanner for researchers (Óbuda) (made by the researcher, per image)		50 HUF
Scanning for order (Óbuda) (300 dpi)*	* For prices of the digital records of parish registers please see <i>Digital copies/scans</i>	300 HUF

Microfilm reproduction services		
Monochrome microfilm copy (film to film) – per record		65 HUF
Producing monochrome negative microfilm – per record	Selected records	115 HUF
	Selected records (variable size)	125 HUF
	Continuous, but not complete serial/sub-fond	95 HUF
	Complete serial/sub-fond	70 HUF

The 27% VAT price is included.

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Additional information

- There is an additional base price 1500 HUF + postage and packing) fixed for clients who transfer the money from abroad.
- The basic price of orders without exact reference code is 3500 HUF. If the preparation of material takes more than one hour, the additional cost is 2500 HUF/hour, but researchers have been informed about it previously.
- Usual delivery date is 20 business days for non-digital and also for digital copies. In all distinct cases (ex: more than 50 pieces or requiring special photographic technique) the limit for delivery is determined individually.
- In case of cash on delivery (possible in Hungary only) postage and package costs are added to the order. NAH does not take any responsibility for damages caused during traditional postage (large envelop) .Safe (tear- and wrinkle-free) wrapping has to be asked by the client separately. All costs will be borne by the customer.
- Digital photos are downloadable from the server of National Archives of Hungary with completed wire transfer. In this case we post the invoice to the given address (postal price is included).
- Our services can be cancelled in one business day, beyond that date the payment must be delivered.
- The solution type must be marked unless basic resolution (300dpi,JPG) is the default.
- Please note that the prices of copies are defined not by sheets but pages.
- Maps and plans larger than A1 should be microfilmed in more than one part. In addition documents larger than 86x60 cm must be scanned in different parts.
- Researchers need to ask for **permission of publication** of digital or photocopies of the archival material of the National Archives of Hungary in an official form. The price of permission is determined individually. Publication fee is not included in the price of making digital or photocopies.
- Orders have to contain the following data: name, contact details, the type of the copies, the data medium and the delivery, the exact reference code(s), including page positions (recto or verso). In case of seals and coat of arms, it is necessary to indicate if extra copies need to be made (e.g. from the seal accessories or the picture of the coat of arms).
- Using private digital camera for microfilms (with the exception of microfilm copies of parish registers) is allowed as long as the researcher possesses valid phototicket.
- Photocopies cannot be made about the following documents: maps, drawings, charters, seals and injured, moldy or acid papers etc.
- If the requested document is available on microfilm or on digital copy, the ordered copy must be made of them, not the original. If both microfilm and digital copies are available then the digital copy is preferred.
- Emergency surcharge (fulfillment within 3 business days): + 100%
- Price of anonymization is 300HUF/page + price of the copy.

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Additional information

This pricelist based on the reprographic rule 14/705/2013 and on the cost-accounting rule 14/718/2013.

Hereby the Annex of 4/2014 Directoral Order about the reprographic price list is repealed.

Budapest, 16th March 2017.