



MEMORANDUM

To: Our Clients
From: Thomas F. McCaffery
Date: October 1, 2007
RE: National Archives and Records Administration Fees

Effective today, the National Archives and Records Administration (NARA) increased its rates for, among other services, certification and reproduction of documents. The key certification and photocopying charges that we pay are as follows:

Type of Service	New rate	Old rate
Certifications (Red Ribbon)	\$15.00/20 pages	\$6.00
Photocopies	\$0.25/page	\$0.15
Photocopies for Certification	\$0.75/page	\$0.50
Copies from Microfilm	\$0.50/page	\$0.30
Scanned copies from books	\$0.75/page	\$0.50
Plans, maps, documents over 11"x17"	\$3.50/linear foot	\$2.70

This change in rates was announced in the Federal Register, Volume 72, Number 159 dated Friday, August 17, 2007, pages 46145-46148. The URL for this edition of the Federal Register is:

<http://a257.g.akamaitech.net/7/257/2422/01jan20071800/edocket.access.gpo.gov/2007/pdf/E7-16233.pdf>.

Our policy is to pass on the expenses we incur without mark-up. These rate increases will increase the expenses we pass on to you for work done on or after October 1, 2007.

The full revised price list from NARA and a copy of the notice from the Federal Register will be posted on our web site with a copy of this memo.

Please feel free to call me at 703-548-6144 if you have any questions regarding this rate increase.