

**FEES FOR PRODUCTS AND SERVICES
(Plus applicable state and local sales tax unless stated otherwise)**

SELF SERVICE

Photocopies, printouts and fiche-to-print copies made by library users	15¢ per copy at WSLL 20¢ per copy at MLRC* 25¢ per copy at DCLRC* *includes sales tax
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**PHOTOCOPY, PRINTING & DELIVERY SERVICES
PROVIDED BY LIBRARY STAFF**

Photocopies, printouts or fiche-to-print copies prepared for customer pickup or delivered by Email, Fax, FedEx* or Mail	75¢ per page, \$15.00 minimum Large mail orders will be weighed and billed at standard first class or priority mail rates *FedEx: additional \$5.00 handling fee, and FedEx charges are billed directly to customer's FedEx account
Email delivery of documents already in digital format	\$15.00 per document
Fiche-to-fiche copies (made by library staff)	\$2.00 per fiche, \$15.00 minimum
Photocopies, printouts or fiche-to-print copies made for on-site customer	75¢ per page, no minimum
Sending or receiving fax on behalf of a customer	75¢ per page, no minimum

CERTIFICATION OF COPIES

Copies certified by the State Law Librarian, pursuant to Wis. Statutes 889.03 and 809.25(2)	\$1.00 per certificate and seal
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COMPUTERIZED LEGAL RESEARCH SERVICE

Online citator searches	\$15.00 per citation, including delivery of results (a list of citations)
Topical searches performed by library staff	\$25.00 service fee plus actual search costs**
<i>Notes:</i>	**Actual search costs include \$6.00 per online minute, plus delivery of printouts at the rates listed above. Additional charges levied by vendors for specialty databases or delivery formats will be passed on to the customer.

BILLING FEES

Accounts that are billed on a regular basis <i>(This service is available to local law firms and government agencies only)</i>	\$8.00 per month, paid in annual lump sum OR \$8.00 per invoice for billing intervals other than monthly
Users who make or pick up copies at the library and wish to be billed on a one-time basis	\$3.00 per invoice

HANDLING FEES

Circulation of library materials by mail	\$10.00 per item. Borrower is also responsible for return postage.
Shipping via FedEx	\$5.00 per package (and FedEx charges are billed directly to customer's FedEx account)