

Annex No. 2 to the Dean's Decree No. .8/2011, issuing the Research Rules of the Map Collection of the Faculty of Science, Charles University in Prague:

**Price list of services**

**Map Collection of the Faculty of Science, Charles University in Prague**

Prices of the services are established with regard to the Price list of services and copying fees valid in public archives. Prices include VAT. The services of MC are free of charge for employees and students of the geographical section of the Faculty (with the exception of financially endowed grant projects).

<b>Item</b>	<b>Price</b>
<b>Issue of a researcher card of the Map Collection</b> (in a distribution centre of Charles University)	
Internal researcher of the Charles University	free
External researcher	EUR 6
<b>Reminders</b>	
Charges for not returning items in due time (document/day)	EUR 0,20
Charges for sending reminder by post	According to the Czech Post prices
<b>Loss and Compensation</b>	
Substitution by the same document	
Bound copy of the lost document	
Other equivalent compensation according to the decision of the director of the Map Collection	
<b>Reprographic services/print</b> (CZK / 1 sheet), copying only from the documents of the MC, except the old prints	
Black and white copy - formats A4 / A3	EUR 0,50 / EUR 0,80
Colour copy – formats A4 / A3	EUR 1,50 / EUR 3
<b>Scanning</b> (CZK / 1 sheet)	
Self - service scanning (up to 100 dpi) up to format A3 inclusive	free
Scanning (200 dpi) up to format A4 inclusive	EUR 1
Scanning (200 dpi) up to format A3 inclusive	EUR 2
Scanning (200 dpi) up to formats larger than A3 to the width of format B0	EUR 5
Increase resolution by every commenced 100 dpi over 200 dpi	EUR 0,20
Digital data record including CD, DVD	EUR 0,50
Scanning in the preview resolution (100 dpi)	50% of the price
<b>Research and Editorial</b> (CZK / hour)	
Research and consulting services	EUR 13
Editorial and qualified professional activity	EUR 20
<b>Consent to single use of documents (on the basis of the Contract on Cooperation)</b>	
1 piece of black and white reproduction	EUR 50
1 piece of colour reproduction	EUR 100
These prices shall also apply to the reproductions of documents made by applicant's own equipment	
<b>Filming in MC</b>	
Basic fee (for every day)	EUR 350
Filming and photographing of separate documents	EUR 15/ document, object
<b>Excursions in Map Collection</b>	
Individual excursion – adults	EUR 2,50
Individual excursion – pensioners, children (6-15 yaers)	EUR 1,50
Individual excursion – children under 5 years and ZTP card holders	free
Individual excursion – students and staff of the Faculty of Science of CU	free
Group excursion with guide (10-15 people), it is important to pre-book	EUR 2 / person
<b>Lockers</b>	
Use of lockers - free	Against deposit
Loss or theft of keys from the lockers (arrangement of a new lock)	EUR 50
Fee for the keys returned after the business hours of MC CZK / working day)	EUR 3,50