**FY15 Storage Rates**

Records Stored in Boxes $0.29/1.2 cubic feet/month

Records Stored in Open Shelves $0.83/36 lineal filing inches (shelf/month)

Tapes/Cartridges $0.12/tape/month

Cases of Tapes/Cartridges $0.60/case/month

Microfiche or Aperture Cards (Tub) $0.12/month

Reel Microfilm $0.12/month

File Level Storage $0.02/file/month

**Note:** The standard Records Center box is 1.2 cubic feet. Pricing for other allowable box sizes is based on their size relationship to the standard box. Non-standard boxes, if accepted, will be designated an odd-sized box and subject to higher storage charges. Contact the Records Center for more information.

**FY15 Service Rates**

Record Retrieval (Paper, Microforms, Electronic Media) $2.50/record

Record Return to SRC (Paper, Microforms, Electronic Media) Included in above

Computer Tape or Cartridge Case Retrieval $3.05/case

Computer Tape or Cartridge Return to Storage Included in above

Box Retrieval $3.05/box

Box Return Included in above

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Interfiles (add files to existing inventory) $2.75/record

File Level Data Entry $1.10/file

Confidential Destruction-Paper $2.80/box

(Boxes/materials not in inventory)

Bulk Service-Confidential Destruction-Paper**\*** $45.00/pull

(Includes container and pallet)

***\**** *Service limited to facilities with accessible loading dock*

Witnessed Destruction-Paper Onsite $90./500 pounds

+ vendor charges

Confidential Destruction-Microfilm/Electronic records $2.80/box; plus $0.50/lb.