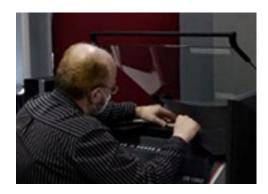
# **Copying service**



#### Dear Readers!

From 19 December 2022 to 2 January 2023, the processing of copy requests received via the quotation form will be suspended, during which time our copy service will be available using the self-service scanners located in the reading room.

The Digitisation Centre provides copies of written and photographic documents belonging to the General Collection and the Special Collections (Manuscript Collection, Early Printed Book Collection, Theatre History and Music Collection, and Map, Poster and Small Print Collection) of the NSZL, and you can submit your request for copies on our request form [1].

For more information, please contact <u>masolatkeszites@oszk.hu</u> [2] or the staff of the Special Collections concerned:

- Manuscript Collection [3]
- <u>Early Printed Book Collection</u> [4]
- Theatre History and Music Collection [5]
- Map, Poster and Small Print Collection [6]

For information on the digitisation of documents held in the Historical Photo and Video Collection and sound recordings in the Theatre History and Music Collection, please contact the following e-mail addresses:

- Historical Photo and Video Collection: <a href="mailto:interjutar@oszk.hu">interjutar@oszk.hu</a> [7]
- Theatre History and Music Collection: <u>zene@oszk.hu</u> [8]

The amount of digitisation that can be submitted in one order is limited. The maximum number of pages requested for digitisation is 1,000 pages for General Collection documents and 500 pages for Special Collection documents.

The documents in our collections undergo a condition assessment before they are digitised, so the digitisation of the documents depends on the results.

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Microfilm package (300 DPI; PDF/JPEG)	100	150
Research package (300 DPI; PDF/JPG)	150	200
Publication package (400 DPI; PDF/JPG/TIFF)	250	350
High quality package (600 DPI; PDF/JPG/TIFF)	unavailable	700

Optional extras (in addition to the price of digitisation)

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A4 colour	250	250
A3 black & white	250	250
A3 colour	500	500
A2 black & white	800	800
A2 colour	2.500	2.500
A1 black & white	3.000	3.000
A1 colour	4.000	4.000
A0 black & white	4.500	4.500
A0 colour	6.500	6.500

## **Copying service**

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# Pick-up

- In person: Országos Széchényi Könyvtár, Buda Castle, building F, Floor 5, left after entrance, in the bookshop (map), from Tuesday to Saturday, between 10 am and 5 pm. Payment can be made by cash or credit card.
- Cash on delivery: Via a delivery service at a delivery charge of 1,500 HUF. Your order will be handed over to GLS Courier on the day of delivery, who will deliver it the next working day to the address you provide, between 8 am and 7 pm, depending on traffic and the number of parcels.

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- **Certified copy** We also produce certified copies of documents in the NSZL's collection. You can submit your request at <a href="masolatkeszites@oszk.hu">masolatkeszites@oszk.hu</a> [2]. The minimum processing time is 48 hours. You can pick up the completed material in person at the library's bookshop by prior appointment. The customer must provide a revenue stamp, which costs HUF 100 per page, while the service is free of charge for institutions and persons who are exempt from tax. 2022/12/22 (All day)

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#### Links:

- [1] https://www.oszk.hu/en/webform/request-quotation-form
- [2] mailto:masolatkeszites@oszk.hu
- [3] https://www.oszk.hu/en/manuscripts\_reading\_room
- [4] https://www.oszk.hu/en/early printed books archive
- [5] https://www.oszk.hu/en/theater history collection
- [6] https://www.oszk.hu/en/collection\_of\_posters\_and\_small\_prints
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