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## STATUTORY INSTRUMENTS

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**2017 No. 289**

# **PUBLIC RECORDS**

## The Public Record Office (Fees) Regulations 2017

*Made* - - - - *6th March 2017*

*Coming into force* - - *1st April 2017*

The Secretary of State, with the concurrence of the Treasury, makes the following Regulations in exercise of the powers conferred by section 2(5) of the Public Records Act 1958 <sup>F1</sup>.

**F1** 1958 c. 51. Section 2 was amended by S.I. 2015/1897.

### **Citation and commencement**

1. These Regulations may be cited as the Public Record Office (Fees) Regulations 2017 and come into force on 1st April 2017.

### **Fees**

2.—(1) Subject to paragraph (3), the fees to be charged for authenticated copies or extracts from records under the charge of the Keeper of Public Records and for other services afforded by officers of the Public Record Office are to be determined in accordance with the provisions of the Schedule.

(2) In the Schedule—

- (a) where a fee is prescribed by reference to a period of time, the whole fee is payable in respect of a partially completed period;
- (b) where a fee is prescribed for a copy of an image by reference to a specified size, the size is that of the image to be copied and not that of the copy;
- (c) where a fee is prescribed for a copy or photograph of a page of a record, the fee is payable for a copy or photograph of each side of a page which forms a record or part of a record;
- (d) all fees are exclusive of value added tax.

(3) The Keeper of Public Records may remit a fee where, in the Keeper of Public Records's opinion, the service performed or to be performed has been, or is likely to be, exceptionally simple.

### **Revocation**

3. The Public Record Office (Fees) Regulations 2015 <sup>F2</sup> are revoked.

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**Changes to legislation:** There are outstanding changes not yet made by the legislation.gov.uk editorial team to *The Public Record Office (Fees) Regulations 2017*. Any changes that have already been made by the team appear in the content and are referenced with annotations. (See end of Document for details) [View outstanding changes](#)

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**F2** [S.I. 2015/2042](#).

Department for Culture, Media and Sport  
1st March 2017

*Karen Bradley*  
Secretary of State

We concur.

6th March 2017

*David Evennett*  
*Andrew Griffiths*  
Two of the Lords Commissioners of Her  
Majesty's Treasury

## SCHEDULE

Regulation 2

<i>Item</i>	<i>Fee (£)</i>
F3	
Research	
1	For undertaking research and sending the results to the requester, 23.35 for each 15 minutes expended (22.75)
Authenticated copies of naturalisation certificates	
2	For making a copy of a naturalisation certificate that is a record 27.40 and authenticating that copy by certification (25.95)
Other copies of records	
3.1	For making a monochrome paper copy of research quality of a 0.30 page of a record up to and including size A3, using self-service (0.30) equipment
3.2	Where a person requests any number of copies or photographs of no more than 100 different pages of records:
	(a) for carrying out a page check in order to supply an accurate 8.40 quotation based on the number of pages involved (per record) (8.24)
	(b) for making a monochrome paper copy of research quality of 1.30 a page of a record up to and including size A3 (1.10)
	(c) for making a colour paper copy of research quality of a page of a record:
	(i) up to and including size A3 4.95 (4.90)
	(ii) larger than size A3 9.55 (10.05)
	(d) for making a colour digital copy of research quality of a page of a record:
	(i) up to and including size A3 1.10 (1.10)
	(ii) larger than size A3 8.65