



A-UNITED RECORDS REPRODUCTION FEES

MEDICAL AND BUSINESS RECORDS REPRODUCTION	
Basic Set-up	\$50.00
Trip Charge (depending upon location)	\$35.00 to \$100.00
Rush Service/Special Handling	\$50.00 to \$100.00
Per page charge (minimum, 40 pages)	\$0.25
Preparation of subpoenas and notices	\$50.00
Service of process (depending on location)	\$40.00 - \$150.00
Telephone or Fax Requests	\$15.00
Deposition Officer (plus filing costs, if applicable)	\$25.00 - \$50.00
Check charge	\$2.50 or 15%
Extraordinary Preparation Reassembly of Source Documents	\$25.00 per hour
Targeting/Indexing (including initial set to requester for control and utilization)	\$25.00 per hour
Film Quality Check/Control	No charge
Hard Copy Quality Check/Control	No charge
Replication (first/last page stapling)	\$25.00 per hour
Folder/Labeling (plus cost of folders and materials)	\$25.00 per hour
Extraordinary Services	
Depending on efforts required	\$25.00 to \$50.00 per hour
Drilling/Punching/Fastening/Dividing	\$25.00 per hour + cost
Binding	
Vello (reassembly of source documents)	Actual Costs
Reproduction Copies	\$40.00 per binding
Spiral Comb	\$5.00 per binding
Delivery	
No charge for pick up/delivery or source documents or delivery of reproductions within service area	Actual Costs
Shipping (out of area of common carrier)	Actual Costs
Direct Expenses (parking, telephone, travel, lodging, per diem, etc.)	Actual Costs
Business Records Scanning	
Basic Set-up for On-Site/Off-Site (includes cataloging and data storage on CD Rom)	\$45.00 to \$100.00
Trip Charge (depending upon location)	\$50.00 to \$75.00
Rush Service/Special Handling	\$50.00 to \$100.00
Per page charge (minimum, 40 pages)	\$0.35
Extraordinary Preparation Reassembly of Source Documents	\$25.00 per hour
Targeting/Indexing (including initial set to requester for control and utilization)	\$25.00 per hour
Delivery	
No charge for pick up/delivery or source documents or delivery of reproductions within service area	Actual Costs
Shipping (out of area of common carrier)	Actual Costs
Direct Expenses (parking, telephone, travel, lodging, per diem, etc.)	Actual Costs

****All retainer clients receive a 15% discount on court reporting services.****