

Order reference number: **OD5.841.**

.....  
Date (dd.mm.yyyy)

## ORDER FORM FOR REPRODUCTIONS

(PLEASE FILL IN THIS FORM IN BLOCK LETTERS)

CUSTOMER .....  
Full name (please start with the surname)

ADDRESS° .....  
Postal Code and City, Street number

°Obligatory only if an invoice is needed.

TELEPHONE NUMBER .....

E-MAIL / POSTAL DELIVERY ADDRESS° .....  
.....

- The order is processed according to the "Rules of Reproduction Services of the Central Archives of Historical Records (CAHR)" only if the form is properly filled in.
- Orders are processed within 4 to 5 weeks from the date of placing the receipt.

### LIST OF PRICES

Type of the reproduction	Size of the original	Price per copy
Scan from the original	A5–A2	3 PLN
	A1	25 PLN
	A0	50 PLN
Scan from the microfilm / the copy of already existing scan	–	1.50 PLN
Printout from the microfilm / the copy of already existing scan	<b>Printout size</b>	<b>Price per copy</b>
	A4 B/W	2 PLN
	A4 color	4 PLN
	A3 B/W	3 PLN
	A3 color	6 PLN
Photocopy (only books printed after 1945; up to 22 pages).	A4–A3 B/W	1 PLN
Scan from the non-standard size original	<i>Original of the size larger than A0</i>	<i>Minimal fee 75 PLN*</i> <i>*The final price of the scan will be set by the Section of Reproduction and Digitalization</i>
	<i>Scan of the complex object (3D), e.g. seal</i>	10 PLN
	<i>Scan of the initial letter, watermark, etc.</i>	6 PLN

**Please note:** – Scans are made without any image correction.  
– Maps or plans are scanned only as a whole (no sections).

#### BANK ACCOUNT OF THE CAHR

- (Payment from Poland): NBP O/O W-wa 86 1010 1010 0008 9522 3100 0000  
- (Payment from abroad): SWIFT – NBPL PLPW 86 1010 1010 0008 9522 3100 0000

Method of delivery (please mark with an "X" in the proper box):

e-mail / WeTransfer    by post    personal collection at the CAHR

Invoice (if needed) :  NO    YES

**Type of the ordered reproduction (please mark an „X” in the proper box):**

- Scan format:  PDF  JPEG
- Scan from the original  Scan from the microfilm / the copy of already existing scan  Scan from the non-standard size original
- Printout A4 B/W  Printout A4 color  Printout A3 B/W  Printout A3 color  Photocopy (only books printed after 1945)

NAME OF THE FONDS OR THE COLLECTION	REFERENCE NUMBER OF ARCHIVAL UNIT	PAGE / FOLIO NUMBER	NUMBER OF COPIES
If there is folio numbering, please indicate: recto (r), verso (v) or the whole folio. If there are more numbers on the folio or page, please put all numbers.			

*If the microfilm is of low quality, the CAHR is not responsible for the quality of the digital reproduction.*

I declare that I have read the terms and conditions set out in the "Rules of Reproduction Services of the Central Archives of Historical Records (CAHR)".\*

I hereby give consent for my personal data to be processed for the purposes of my order.\*

Fields marked with the star (\*) are obligatory.

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**SIGNATURE**

Zamówienie zrealizowano / Order has been completed.  
(data i podpis)

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