

Revised Charges for Deposition of Archaeological Archives

Norfolk Museums Service

March 2024

These are the updated archaeological archive deposition charges for the financial year 2022-2023 onwards. As before we are fixing the charge for three years. These charges are for archives where the fieldwork is as a result of commercial archaeology, or in advance of a development, or as a result of planning permission conditions. There is no charge for archaeologically sterile sites, though these archives must still be deposited.

The deposition charge applies to all aspects of an archive, both physical and digital.

Our minimum deposition charge covers the staff time and administration work in processing the archive, before and after deposition, and the storage of both the physical and digital material in perpetuity, as well as the wider costs associated with being able to accept archaeological archives.

The charges are as follows:

New Archive charge, where the accession number is issued between 6th April 2022 to 5th April 2025

£450 per archive, up to 6 boxes in size. This includes digital only archives.

Plus £115 per box for 7th box onwards

Archive charge, where the accession number was issued between 6th April 2019 to 5th April 2022

£425 per archive, up to 6 boxes in size. This includes digital only archives.

Plus £110 per box for 7th box onwards

Archive charge, where the accession number was issued between 2016 and 5th April 2019

£395 per archive, up to 6 boxes in size. This includes digital only archives.

Plus £100 per box for 7th box onwards

The base charge is payable on the issue of an accession number, usually at the start of the Post Excavation process. An additional box charge for 7th box onwards will be made on deposition. VAT is payable on the charges.

If you have any queries please contact:

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The latest copy of the Deposition Requirements can be found at:

[View the latest copy of the Deposition Requirements](#)