

Diocese of Wheeling-Charleston
Office of Archives & Records
Fee Schedule
Revised: June 2013

*All fees should be submitted via the Research Request or Transcript Request forms
found on the Diocesan website.*

Research Request(s) (Phone, Mail or e-mail)	\$15.00 research fee (per hour)
Transcript Request	\$10.00 fee (per official copy)
Photocopies	.25 center per page
Photographs	\$10.00 per copy
Certified mail service	The current service price, plus research or certificate fees

* The Chancellor or Director of Archives may waive a fee at their discretion