

**FEE CALCULATION OF
GENEALOGICAL RESEARCHES**

**MINISTERSTVO VNÚTRA SR
ŠTÁTNY ARCHÍV V NITRE
Pracovisko Archív Topoľčany
Pod kalváriou 2014
955 01 Topoľčany
Slovenská republika**

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CHARACTER AND TYPE OF WORK	PRICE / HOUR
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1. COST OF RESEARCH

A. SIMPLE RESEARCH	
- specification of a locality with definite value according to lexicon; birthmarriage-death certificates from church registries according to assigned source and locality; genealogical report using church registries after 1850	13,27 €
B. DEMANDING RESEARCH	
- specification of a locality according to lexicon; specification of a locality out of Slovak republic; genealogical search from church registries from the 16th century to 1850; German, Latin or Hungarian language; study of registries without indexes; palaeographic complicacy; research from heraldic sources; research from registries of Jewish religious communities	19,91 €
C. VERY DEMANDING RESEARCH	
- specification of a locality using more radius of facilities including etymology; classification a locality out of Slovak republic; genealogical search which is language and palaeographic specially complicated using other types of archival documents (census 1869, census 1919, archival documents, heraldic reports with analysis, commentary etc.)	21,57 €

2. TYPING

A. REDUCED TYPING	
- must be paid if request have been preprinted form and in typed copy	3,31 €
B. NORMAL TYPING	
- must be paid if request have been written on handwriting which will induce complications with reading and identifying of datas	6,63 €

3. ADMINISTRATIVE FEE

- transcription of two pages of text for one hour; basic time unit for price enumeration is 30 minutes)	2, 65 €
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4. POSTAGE AND HANDLING

- sending of sell-invoice	2 – 3 €
- sending of report	2 – 3 €

5. OTHER INFORMATION

- request for genealogical search must be sent on formalized form (in supplement)
- genealogical information is produced from church registries, official copies of church registries and other archival documents which can complete the church registries
- archive elaborates genealogical data in form of report or in form of birth-marriage-death certificates from church registries
- fee is calculated on the basis of amount of working hours and difficulty of the research. Copies, typing, postage and handling are paid as well. Negative answer must be paid as well
- archive can add to price of genealogical search such expenses, which have been incurred from operations related with completing of applicant request
- fee can be paid by bank transfer on the basis of sell-invoice
- archive delivers a genealogical report to applicant after sending verification of his payment or on the basis of information from Ministry of Interior about his payment
- postal charges is calculated on the basis of tariff of Slovak post
- price list related to the genealogical searches have been worked up on the basis of Action of minister of interior of Slovak republic from 17th January 2009 no. SVS-204-2008-00111, no. 14-16 and supplement no. 6, 8-9 (price list)