



REGIONAL EDUCATIONAL SERVICE AGENCY

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## St. Clair County RESA Media Duplication Services

The Education Technology Department is available to St. Clair County schools for duplication of CD's and DVD's. Please allow at least 3 days of notice and copyrighted materials will not be duplicated without written permission of the author.

### Duplication fees

CD's- \$2 per copy

DVD's \$3 per copy

This is the straight duplication from a master copy you provide that includes a simple printed label and a white paper sleeve.

### Other Fees associated with duplication

If you need a printed label that includes logos or other graphics there will be a onetime \$10 set up fee.

If your master media is on a VHS tape to be transferred to DVD there will be a onetime \$10 set up fee.

If your project requires "authoring" which is defined as the process of assembling source material which is video, audio or other data into a proper format that can then be copied to a DVD or CD there will be a fee of \$50 per hour for set up time. Once the project is understood this fee can be quoted.

For more information or to request duplication please contact:

Sue Rutkofske (810) 455-4149

[Rutkofske.susan@sccresa.org](mailto:Rutkofske.susan@sccresa.org)