

C-O-N-F-I-D-E-N-T-I-A-L

July 1964

COMPARATIVE COSTS TO STORE AND SERVICE ONE CU. FT. OF RECORDS
(2000 PIECES OF PAPER) FOR ONE YEAR IN OFFICE SPACE
AND IN THE RECORDS CENTER

| | <u>AGENCY OFFICE</u> | <u>AGENCY RECORDS CENTER</u> |
|--|----------------------|------------------------------|
| 1. Equipment - - - - - | \$ 3.24 | \$.09 |
| 2. Space - - - - - | \$ <u>3.00</u> | \$ <u>.33</u> |
| 3. Cost to Store - - - - - | \$ 6.24 | \$.42 |
| 4. Reference Service (Personnel Costs) - | \$ 49.74 | \$ 1.33 |
| 5. Total Cost to Store and Service - - - | \$ 55.98 | \$ 1.75 |

CALL RECORDS ADMINISTRATION STAFF FOR ADDITIONAL INFORMATION
ABOUT THE AGENCY RECORDS MANAGEMENT PROGRAM

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MORI/CDF