

# Cost per Page, Box, File Cabinet, etc. for Document Scanning and Storage

## Magnetic Disk (and Optical Disc) Document Storage

Storage Units	Page	Box	Drawer	File Cabinet 4 Drawer	Linear Inch (~25 mm)	Linear Foot (~250 mm)	100 ft. roll of 16 mm Microfilm	100 ft. roll of 35 mm Microfilm
<b>Pages per Storage Unit*</b>	1	2,500	2,500	10,000	100	1,250	2,500	1,000
<b>KiloBytes per Page*</b>	50	50	50	50	50	50	50	50

(Letter Size Pages are 8 1/2 x 11 inches, A4 Size)

Vendor Quoted Cost of Storage per GigaByte in USD (US Dollars) (From Whitepaper 22011)	Cost per Page	Cost per Box	Cost per Drawer	Cost per File Cabinet 4 Drawer	Cost per Linear Inch (~25 mm)	Cost per Linear Foot (~250 mm)	Cost per 100 ft. roll of 16 mm Microfilm	Cost per 100 ft. roll of 35 mm Microfilm
USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars
1.00	0.00005	0.12500	0.12500	0.50000	0.00500	0.06250	0.12500	0.05000
5.00	0.00025	0.62500	0.62500	2.50000	0.02500	0.31250	0.62500	0.25000
10.00	0.00050	1.25000	1.25000	5.00000	0.05000	0.62500	1.25000	0.50000
15.00	0.00075	1.87500	1.87500	7.50000	0.07500	0.93750	1.87500	0.75000
20.00	0.00100	2.50000	2.50000	10.00000	0.10000	1.25000	2.50000	1.00000
25.00	0.00125	3.12500	3.12500	12.50000	0.12500	1.56250	3.12500	1.25000
50.00	0.00250	6.25000	6.25000	25.00000	0.25000	3.12500	6.25000	2.50000

## CD (Compact Disc) Document Storage

Operationally Useable\* GigaBytes per CD 0.5

Vendor Quoted Cost per CD	Cost per GigaByte	Cost per Page	Cost per Box	Cost per Drawer	Cost per File Cabinet 4 Drawer	Cost per Linear Inch (~25 mm)	Cost per Linear Foot (~250 mm)	Cost per 100 ft. roll of 16 mm Microfilm	Cost per 100 ft. roll of 35 mm Microfilm
USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars
0.05	0.10	0.000005	0.012500	0.012500	0.050000	0.000500	0.006250	0.012500	0.005000
0.10	0.20	0.000010	0.025000	0.025000	0.100000	0.001000	0.012500	0.025000	0.010000
0.25	0.50	0.000025	0.062500	0.062500	0.250000	0.002500	0.031250	0.062500	0.025000
0.50	1.00	0.000050	0.125000	0.125000	0.500000	0.005000	0.062500	0.125000	0.050000
0.75	1.50	0.000075	0.187500	0.187500	0.750000	0.007500	0.093750	0.187500	0.075000
1.00	2.00	0.000100	0.250000	0.250000	1.000000	0.010000	0.125000	0.250000	0.100000
1.50	3.00	0.000150	0.375000	0.375000	1.500000	0.015000	0.187500	0.375000	0.150000
2.00	4.00	0.000200	0.500000	0.500000	2.000000	0.020000	0.250000	0.500000	0.200000
3.00	6.00	0.000300	0.750000	0.750000	3.000000	0.030000	0.375000	0.750000	0.300000
4.00	8.00	0.000400	1.000000	1.000000	4.000000	0.040000	0.500000	1.000000	0.400000
5.00	10.00	0.000500	1.250000	1.250000	5.000000	0.050000	0.625000	1.250000	0.500000
10.00	20.00	0.001000	2.500000	2.500000	10.000000	0.100000	1.250000	2.500000	1.000000

## DVD (Digital Versatile Disc) Document Storage

Operationally Useable\* GigaBytes per DVD 4

Vendor Quoted Cost per DVD	Cost per GigaByte	Cost per Page	Cost per Box	Cost per Drawer	Cost per File Cabinet 4 Drawer	Cost per Linear Inch (~25 mm)	Cost per Linear Foot (~250 mm)	Cost per 100 ft. roll of 16 mm Microfilm	Cost per 100 ft. roll of 35 mm Microfilm
USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars	USD Dollars
0.05	0.0125	0.00000625	0.0015625	0.0015625	0.0062500	0.0000625	0.00078125	0.0015625	0.000625
0.10	0.0250	0.00001250	0.0031250	0.0031250	0.0125000	0.0001250	0.00156250	0.0031250	0.001250
0.25	0.0625	0.00003125	0.0078125	0.0078125	0.0312500	0.0003125	0.00390625	0.0078125	0.003125
0.50	0.1250	0.00006250	0.0156250	0.0156250	0.0625000	0.0006250	0.00781250	0.0156250	0.006250
0.75	0.1875	0.00009375	0.0234375	0.0234375	0.0937500	0.0009375	0.01171875	0.0234375	0.009375
1.00	0.2500	0.00012500	0.0312500	0.0312500	0.1250000	0.0012500	0.01562500	0.0312500	0.012500
1.50	0.3750	0.00018750	0.0468750	0.0468750	0.1875000	0.0018750	0.02343750	0.0468750	0.018750
2.00	0.5000	0.00025000	0.0625000	0.0625000	0.2500000	0.0025000	0.03125000	0.0625000	0.025000
3.00	0.7500	0.00037500	0.0937500	0.0937500	0.3750000	0.0037500	0.04687500	0.0937500	0.037500
4.00	1.0000	0.00050000	0.1250000	0.1250000	0.5000000	0.0050000	0.06250000	0.1250000	0.050000
5.00	1.2500	0.00062500	0.1562500	0.1562500	0.6250000	0.0062500	0.07812500	0.1562500	0.062500
6.00	1.5000	0.00075000	0.1875000	0.1875000	0.7500000	0.0075000	0.09375000	0.1875000	0.075000
7.00	1.7500	0.00087500	0.2187500	0.2187500	0.8750000	0.0087500	0.10937500	0.2187500	0.087500
8.00	2.0000	0.00100000	0.2500000	0.2500000	1.0000000	0.0100000	0.12500000	0.2500000	0.100000
9.00	2.2500	0.00112500	0.2812500	0.2812500	1.1250000	0.0112500	0.14062500	0.2812500	0.112500
10.00	2.5000	0.00125000	0.3125000	0.3125000	1.2500000	0.0125000	0.15625000	0.3125000	0.125000
15.00	3.7500	0.00187500	0.4687500	0.4687500	1.8750000	0.0187500	0.23437500	0.4687500	0.187500
20.00	5.0000	0.00250000	0.6250000	0.6250000	2.5000000	0.0250000	0.31250000	0.6250000	0.250000
25.00	6.2500	0.00312500	0.7812500	0.7812500	3.1250000	0.0312500	0.39062500	0.7812500	0.312500
30.00	7.5000	0.00375000	0.9375000	0.9375000	3.7500000	0.0375000	0.46875000	0.9375000	0.375000

\*See whitepapers 22009 22003 and for pages per unit, KiloBytes per Page, and GigaBytes per CD and DVD.

# Cost per Page, Box, File Cabinet, etc. for Document Scanning

All costs are in USD (US Dollars)

Vendor Quoted Cost per Page	Cost per Box	Cost for 10 boxes	Cost for 100 Boxes	Cost for 1,000 Boxes	Cost for 10,000 Boxes	Cost for 100,000 Boxes	Cost for 1 Million Boxes	Cost per Drawer	Cost per File Cabinet (4 Drawer)	Cost for 10 File Cabinets	Cost for 100 File Cabinets	Cost for 1,000 File Cabinets	Cost for 10,000 File Cabinets	Cost per Linear Inch (-25 mm)	Cost per Linear Foot (-250 mm)	Cost per 100 ft. Roll (-30 M) of 16 mm Microfilm	Cost for 10 Rolls 100 ft (30 M) of 16 mm Microfilm	Cost for 100 Rolls 100 ft (30 M) of 16 mm Microfilm	Cost for 1000 Rolls 100 ft (30 M) of 16 mm Microfilm	Cost for 10,000 Rolls 100 ft (30 M) of 16 mm Microfilm	Cost for 1 Million Rolls 100 ft (30 M) of 16 mm Microfilm	Cost per 100 ft. Roll (-30 M) of 35 mm Microfilm
Pages per Unit*: 1	2,500	25,000	250,000	2,500,000	25,000,000	250,000,000	2,500,000,000	2,500	10,000	100,000	1,000,000	1,000,000	100	1,250	2,500	25,000	250,000	2,500,000	25,000,000	250,000,000	2,500,000,000	1,000
0.01	25.00	250.00	2,500.00	25,000.00	250,000.00	2,500,000.00	25,000,000.00	25.00	100.00	1,000.00	10,000.00	100,000.00	1.00	12.50	25.00	250.00	2,500.00	25,000.00	250,000.00	2,500,000.00	25,000,000.00	10.00
0.02	50.00	500.00	5,000.00	50,000.00	500,000.00	5,000,000.00	50,000,000.00	50.00	200.00	2,000.00	20,000.00	200,000.00	2.00	25.00	50.00	500.00	5,000.00	50,000.00	500,000.00	5,000,000.00	50,000,000.00	20.00
0.03	75.00	750.00	7,500.00	75,000.00	750,000.00	7,500,000.00	75,000,000.00	75.00	300.00	3,000.00	30,000.00	300,000.00	3.00	37.50	75.00	750.00	7,500.00	75,000.00	750,000.00	7,500,000.00	75,000,000.00	30.00
0.04	100.00	1,000.00	10,000.00	100,000.00	1,000,000.00	10,000,000.00	100,000,000.00	100.00	400.00	4,000.00	40,000.00	400,000.00	4.00	50.00	100.00	1,000.00	10,000.00	100,000.00	1,000,000.00	10,000,000.00	100,000,000.00	40.00
0.05	125.00	1,250.00	12,500.00	125,000.00	1,250,000.00	12,500,000.00	125,000,000.00	125.00	500.00	5,000.00	50,000.00	500,000.00	5.00	62.50	125.00	1,250.00	12,500.00	125,000.00	1,250,000.00	12,500,000.00	125,000,000.00	50.00
0.06	150.00	1,500.00	15,000.00	150,000.00	1,500,000.00	15,000,000.00	150,000,000.00	150.00	600.00	6,000.00	60,000.00	600,000.00	6.00	75.00	150.00	1,500.00	15,000.00	150,000.00	1,500,000.00	15,000,000.00	150,000,000.00	60.00
0.07	175.00	1,750.00	17,500.00	175,000.00	1,750,000.00	17,500,000.00	175,000,000.00	175.00	700.00	7,000.00	70,000.00	700,000.00	7.00	87.50	175.00	1,750.00	17,500.00	175,000.00	1,750,000.00	17,500,000.00	175,000,000.00	70.00
0.08	200.00	2,000.00	20,000.00	200,000.00	2,000,000.00	20,000,000.00	200,000,000.00	200.00	800.00	8,000.00	80,000.00	800,000.00	8.00	100.00	200.00	2,000.00	20,000.00	200,000.00	2,000,000.00	20,000,000.00	200,000,000.00	80.00
0.09	225.00	2,250.00	22,500.00	225,000.00	2,250,000.00	22,500,000.00	225,000,000.00	225.00	900.00	9,000.00	90,000.00	900,000.00	9.00	112.50	225.00	2,250.00	22,500.00	225,000.00	2,250,000.00	22,500,000.00	225,000,000.00	90.00
0.10	250.00	2,500.00	25,000.00	250,000.00	2,500,000.00	25,000,000.00	250,000,000.00	250.00	1,000.00	10,000.00	100,000.00	1,000,000.00	10.00	125.00	250.00	2,500.00	25,000.00	250,000.00	2,500,000.00	25,000,000.00	250,000,000.00	100.00
0.11	275.00	2,750.00	27,500.00	275,000.00	2,750,000.00	27,500,000.00	275,000,000.00	275.00	1,100.00	11,000.00	110,000.00	1,100,000.00	11.00	137.50	275.00	2,750.00	27,500.00	275,000.00	2,750,000.00	27,500,000.00	275,000,000.00	110.00
0.12	300.00	3,000.00	30,000.00	300,000.00	3,000,000.00	30,000,000.00	300,000,000.00	300.00	1,200.00	12,000.00	120,000.00	1,200,000.00	12.00	150.00	300.00	3,000.00	30,000.00	300,000.00	3,000,000.00	30,000,000.00	300,000,000.00	120.00
0.13	325.00	3,250.00	32,500.00	325,000.00	3,250,000.00	32,500,000.00	325,000,000.00	325.00	1,300.00	13,000.00	130,000.00	1,300,000.00	13.00	162.50	325.00	3,250.00	32,500.00	325,000.00	3,250,000.00	32,500,000.00	325,000,000.00	130.00
0.14	350.00	3,500.00	35,000.00	350,000.00	3,500,000.00	35,000,000.00	350,000,000.00	350.00	1,400.00	14,000.00	140,000.00	1,400,000.00	14.00	175.00	350.00	3,500.00	35,000.00	350,000.00	3,500,000.00	35,000,000.00	350,000,000.00	140.00
0.15	375.00	3,750.00	37,500.00	375,000.00	3,750,000.00	37,500,000.00	375,000,000.00	375.00	1,500.00	15,000.00	150,000.00	1,500,000.00	15.00	187.50	375.00	3,750.00	37,500.00	375,000.00	3,750,000.00	37,500,000.00	375,000,000.00	150.00
0.16	400.00	4,000.00	40,000.00	400,000.00	4,000,000.00	40,000,000.00	400,000,000.00	400.00	1,600.00	16,000.00	160,000.00	1,600,000.00	16.00	200.00	400.00	4,000.00	40,000.00	400,000.00	4,000,000.00	40,000,000.00	400,000,000.00	160.00
0.17	425.00	4,250.00	42,500.00	425,000.00	4,250,000.00	42,500,000.00	425,000,000.00	425.00	1,700.00	17,000.00	170,000.00	1,700,000.00	17.00	212.50	425.00	4,250.00	42,500.00	425,000.00	4,250,000.00	42,500,000.00	425,000,000.00	170.00
0.18	450.00	4,500.00	45,000.00	450,000.00	4,500,000.00	45,000,000.00	450,000,000.00	450.00	1,800.00	18,000.00	180,000.00	1,800,000.00	18.00	225.00	450.00	4,500.00	45,000.00	450,000.00	4,500,000.00	45,000,000.00	450,000,000.00	180.00
0.19	475.00	4,750.00	47,500.00	475,000.00	4,750,000.00	47,500,000.00	475,000,000.00	475.00	1,900.00	19,000.00	190,000.00	1,900,000.00	19.00	237.50	475.00	4,750.00	47,500.00	475,000.00	4,750,000.00	47,500,000.00	475,000,000.00	190.00
0.20	500.00	5,000.00	50,000.00	500,000.00	5,000,000.00	50,000,000.00	500,000,000.00	500.00	2,000.00	20,000.00	200,000.00	2,000,000.00	20.00	250.00	500.00	5,000.00	50,000.00	500,000.00	5,000,000.00	50,000,000.00	500,000,000.00	200.00
0.21	525.00	5,250.00	52,500.00	525,000.00	5,250,000.00	52,500,000.00	525,000,000.00	525.00	2,100.00	21,000.00	210,000.00	2,100,000.00	21.00	262.50	525.00	5,250.00	52,500.00	525,000.00	5,250,000.00	52,500,000.00	525,000,000.00	210.00
0.22	550.00	5,500.00	55,000.00	550,000.00	5,500,000.00	55,000,000.00	550,000,000.00	550.00	2,200.00	22,000.00	220,000.00	2,200,000.00	22.00	275.00	550.00	5,500.00	55,000.00	550,000.00	5,500,000.00	55,000,000.00	550,000,000.00	220.00
0.23	575.00	5,750.00	57,500.00	575,000.00	5,750,000.00	57,500,000.00	575,000,000.00	575.00	2,300.00	23,000.00	230,000.00	2,300,000.00	23.00	287.50	575.00	5,750.00	57,500.00	575,000.00	5,750,000.00	57,500,000.00	575,000,000.00	230.00
0.24	600.00	6,000.00	60,000.00	600,000.00	6,000,000.00	60,000,000.00	600,000,000.00	600.00	2,400.00	24,000.00	240,000.00	2,400,000.00	24.00	300.00	600.00	6,000.00	60,000.00	600,000.00	6,000,000.00	60,000,000.00	600,000,000.00	240.00
0.25	625.00	6,250.00	62,500.00	625,000.00	6,250,000.00	62,500,000.00	625,000,000.00	625.00	2,500.00	25,000.00	250,000.00	2,500,000.00	25.00	312.50	625.00	6,250.00	62,500.00	625,000.00	6,250,000.00	62,500,000.00	625,000,000.00	250.00
0.30	750.00	7,500.00	75,000.00	750,000.00	7,500,000.00	75,000,000.00	750,000,000.00	750.00	3,000.00	30,000.00	300,000.00	3,000,000.00	30.00	375.00	750.00	7,500.00	75,000.00	750,000.00	7,500,000.00	75,000,000.00	750,000,000.00	300.00
0.35	875.00	8,750.00	87,500.00	875,000.00	8,750,000.00	87,500,000.00	875,000,000.00	875.00	3,500.00	35,000.00	350,000.00	3,500,000.00	35.00	437.50	875.00	8,750.00	87,500.00	875,000.00	8,750,000.00	87,500,000.00	875,000,000.00	350.00
0.40	1,000.00	10,000.00	100,000.00	1,000,000.00	10,000,000.00	100,000,000.00	1,000,000,000.00	1,000.00	4,000.00	40,000.00	400,000.00	4,000,000.00	40.00	500.00	1,000.00	10,000.00	100,000.00	1,000,000.00	10,000,000.00	100,000,000.00	1,000,000,000.00	400.00
0.45	1,125.00	11,250.00	112,500.00	1,125,000.00	11,250,000.00	112,500,000.00	1,125,000,000.00	1,125.00	4,500.00	45,000.00	450,000.00	4,500,000.00	45.00	562.50	1,125.00	11,250.00	112,500.00	1,125,000.00	11,250,000.00	112,500,000.00	1,125,000,000.00	450.00
0.50	1,250.00	12,500.00	125,000.00	1,250,000.00	12,500,000.00	125,000,000.00	1,250,000,000.00	1,250.00	5,000.00	50,000.00	500,000.00	5,000,000.00	50.00	625.00	1,250.00	12,500.00	125,000.00	1,250,000.00	12,500,000.00	125,000,000.00	1,250,000,000.00	500.00
0.60	1,500.00	15,000.00	150,000.00	1,500,000.00	15,000,000.00	150,000,000.00	1,500,000,000.00	1,500.00	6,000.00	60,000.00	600,000.00	6,000,000.00	60.00	750.00	1,500.00	15,000.00	150,000.00	1,500,000.00	15,000,000.00	150,000,000.00	1,500,000,000.00	600.00
0.70	1,750.00	17,500.00	175,000.00	1,750,000.00	17,500,000.00	175,000,000.00	1,750,000,000.00	1,750.00	7,000.00	70,000.00	700,000.00	7,000,000.00	70.00	875.00	1,750.00	17,500.00	175,000.00	1,750,000.00	17,500,000.00	175,000,000.00	1,750,000,000.00	700.00
0.75	1,875.00	18,750.00	187,500.00	1,875,000.00	18,750,000.00	187,500,000.00	1,875,000,000.00	1,875.00														