



## ORAL HISTORY ASSOCIATION OF AUSTRALIA

### GUIDELINES ON FEES FOR INTERVIEWING AND TRANSCRIPTION

The Oral History Association of Australia suggests the following fees for oral history interviewing and transcription (August 2009)

1. One hour of recorded interview may range in cost from \$600 to \$1000. \$80-\$100 per hour pre-interview research by an experienced researcher or \$40-\$50 per hour pre-interview research by an inexperienced researcher. This includes research, unless extensive research is required, in which case extra fees may be negotiated between the oral historian and the commissioning party. Each extra hour of interview undertaken may range in price from \$50 - \$100 per hour. Travel expenses may form part of this fee or if the interview is some distance from the oral historian's workplace this may be negotiated according to travel fee guidelines developed for State Government public servants. GST may also be added to this figure if the oral historian is registered for GST.

- The range of fees for interviews is based on the extent of preparation required and the range of qualification and experience of the interviewer.
- The Association cannot insist on particular fees and it is up to individuals to establish fees they consider suitable.
- One hour of recorded interview will typically involve up to five hours of research/preparation. This will usually include a preliminary interview prior to recording. This may be undertaken by telephone or in person.

2. One hour of recording transcribed may range generally in cost from \$150 - \$200 per hour of recording. Additional charges may be incurred for transcription checking and post editing corrections to the text.

- Fees for transcription are based on the assumption that one hour of tape typically takes 4-6 hours for a professional transcriber to transcribe. If there are problems of sound quality, pronounced accent or use of non-standard English, the time taken (and hence the cost) will increase.
- Where translation is required it is noted that there is an award for this service.
- Fees for transcription at the higher end of the scale may include post-editing corrections to the text or these may be charged at the transcriptionist's hourly rate.

3. For the purposes of project budgeting, a figure of around \$600-\$700 for one hour of interview (researched and transcribed) is generally appropriate. This may be varied depending

on the project instead of a full transcription, a summary; a log (timed summary); and/or index may be required.

- For the purposes of project budgeting, the research component may be reduced or increased depending on the nature of the project.
- Again, depending on the project's nature and complexity it may be recommended that the research component is estimated and quoted separately. Also, additional fees outside these guidelines should be charged for work that is separate to the research/interviewing component of projects (e.g. publications, exhibitions etc.)
- Transcription may also be quoted separately.

**Guidelines for Ethical Practice** – see website [www.ohaa.org.au](http://www.ohaa.org.au)

### **Contract**

The Association recommends that where a body is commissioning a project it is important that there is a contract between that body and the oral history project manager/historian. The contract should include fees, nature of services to be provided and conditions of employment.

### **Professional Historians Association**

The Association advises members that there are professional historians' associations throughout Australia whose members are qualified and accredited. This association publishes a scale of fees for their members and to assist commissioning parties in the development of project budgets.

**Community Arts Networks** exist in most states to advise on the development of project budgets and fees for practitioners featuring oral history in their work.

Web address contacts:

National (and Tasmania) [www.ohaa.org.au](http://www.ohaa.org.au)

New South Wales [www.ohaansw.org.au](http://www.ohaansw.org.au)

South Australia [www.ohaa-sa.com.au](http://www.ohaa-sa.com.au)

Victoria [home.vicnet.net.au/~oralhist](http://home.vicnet.net.au/~oralhist)

Western Australia [www.ohaa-wa.com.au](http://www.ohaa-wa.com.au)

Queensland [www.ohaaqld.org.au](http://www.ohaaqld.org.au)