



SARAH KOONTS
Director, Division of Archives and Records

Digitization of Audio Visual Materials

The Division of Archives and Records, Office of Archives and History, Department of Natural and Cultural Resources collects, preserves and, makes accessible public records of North Carolina government and history. (G.S. §132 and G.S. § 121-5) Per the approval of the Historical Commission on October 22, 2015, the Division of Archives and Records will send material outside of the agency to be digitized if the Division lacks the capability to digitize it in house.

This change is in effect for all digitization initiatives including conservation, patron requests, or grant initiatives. A preservation master of audio visual materials will always be created first whenever something is digitized. The patron will be responsible for bearing the cost of that digitization.

The Division will retain a copy of the preservation master and derivative files, including metadata, and these files will become part of the collection.



State of North Carolina | Department of Natural and Cultural Resources
109 East Jones Street | Raleigh, NC 27601
Email | 000 000 0000 T | 000 000 0000 F