

Open Records Fee Schedule

<u>Record Type</u>	<u>Fee</u>
Paper Copies:	\$.25 per page
Certification of a Record:	\$1.00 per record
Specialized Documents: For example, but not limited to, blue prints, color copies, non-standard sized documents	Actual Cost
Facsimile/Microfiche/Other Media:	Actual Cost
Redaction fee:	No fee charged
Conversion to Paper:	\$.25 per page
Postage:	Actual Cost

The total sum owed shall be paid before the public record is released to the requestor. If the duplication or transmission of a public record will cost one hundred dollars (\$100) or more, that fee must be paid in advance of the request being processed.