

FEES

Can the public body charge for copies?

Yes, but the fees are limited. For black and white, letter or legal sized copies (8 ½ x 11 or 8 ½ x 14), the first 50 pages are free, and any additional pages can cost no more than 15 cents a page. For color copies or abnormally sized copies, the public body can charge the actual cost of copying.

Can a public body charge for electronic copies?

Yes, but only the actual cost of the recording medium. For example, if information is furnished on a flash drive, the public body may only charge the requester the actual cost incurred to purchase the flash drive. If a public body treats a FOIA request as voluminous, then it may charge certain fees based on megabytes of data provided, as detailed in the law.

Is it possible for a public body to waive the copying fees?

Yes. Public bodies may, but are not required to, waive or reduce copying fees if the requester states the specific purpose of the request and indicates that disclosure is in the public interest. A waiver or reduction may be available if:

- The purpose of the request is to access and disseminate information on the health, safety and welfare or the legal rights of the general public;
- No personal or commercial benefit will be received from document disclosure.