**Section 901.80 Fee Schedule for Duplication of Public Records**

a) Copies of public records shall be provided to the requester only upon payment of any charges which are due.

b) These charges for copies of public records shall be assessed as follows:

|  |  |
| --- | --- |
| Type of Duplication | Per Copy Charge |
| Paper Copy from Paper Original | $ .50 |
| Paper Copy from Microfilm Original | $ .75 |

c) Some records possessed by the Department are in other form than those above – book, computer printout or pamphlet form. A charge may be assessed for these materials based upon the cost of such incurred by the Department.

d) Charges may be waived as follows:

1) When the requestor is a State Agency;

2) When the requestor is a Constitutional Officer;

3) When the requestor is a member of the General Assembly; or

4) When the Freedom of Information Officer determines that a waiver serves public interest.