**Section 2650.312 Copies of Public Records**

Upon inspection, the requester may segregate those records which he or she wishes to have copied. Whenever copies of public records are requested, those copies shall be made by the Information Officer. Such copies shall be provided to the requester only upon payment of any copying fees which are due. Fees for copies of public records shall be assessed in accordance with the fee schedule for duplication of public records established by the Authority. Payment of fees shall be waived if the requester is a State agency, a constitutional officer, or a member of the General Assembly. Fees may be waived or reduced whenever the Authority determines, based upon the specific purpose stated in the request, that the request is to access and disseminate information regarding the health, safety and welfare or the legal rights of the general public and not for the principal purpose of personal or commercial benefit for the requestor. The Authority may consider the amount of materials and cost of copying when determining the amount of any reduction or waiver of fees.