



POLICE | FIRE | MEDICAL
Your Emergency – Our Priority

THURSTON 911 COMMUNICATIONS

2703 Pacific Avenue SE, Suite A
Olympia, WA 98501
Bus (360) 704-2730
Fax (360) 704-2723

PROPOSED Public Records Request Copy & Reproduction Rates

Time & Materials

Paper copies will be billed at \$0.15 per page. Double-sided pages will be counted as 2 separate pages.

Staff time to reproduce a copy of the record will be billed based on the hourly rate of the lowest paid employee performing the task of reproduction. Time to reproduce the request totaling more than 7.5 minutes shall be billed at the nearest 15 minute interval.

Electronic Copies

Email attachments will be billed at \$0.05 per each group of 4 attachments and \$0.10 per gigabyte. No charge for less than 20 files and less than 100 gigabyte of data.

Postage

Applicable shipping costs will be added to the fees listed above.

Waiver for Charges

Copy & Reproduction Fees totaling less than \$1.00 will be waived. Staff time to reproduce a records request totaling less than 7.5 minutes will also be waived.

Requests from Other Governmental Agencies

Member agencies as defined by the Thurston 911 Communications Intergovernmental Agreement for Communications Services will not be charged for public records requests. Non-member agencies that pay for communication services will also be exempt from copy and reproduction fees. All other entities will be charged based on the rates listed above.