

AP Appendix 1300 B: Freedom of Information and Protection of Privacy Act Fee Schedule

As permitted by the *Freedom of Information and Protection of Privacy Act*, SD8 will charge fees for applicants under the Act.

Procedure

The maximum fees to be charged applicants under the *Freedom of Information and Protection of Privacy Act* shall be as outlined below. If the total fees charged an individual applicant for an individual request are less than a total of \$25, the fees will be waived. Fees may also be waived under the conditions outlined in the [Act](#).

1. For applicants other than commercial applicants:
 - a) for locating and retrieving a record \$7.50 per 1/4 hour after the first 3 hours
 - b) for producing a record manually \$7.50 per 1/4 hour
 - c) for producing a record from a school district-owned asset \$7.50 per 1/4 hour
 - d) for preparing a record for disclosure/handling \$7.50 per 1/4 hour record
 - e) for shipping copies actual costs of shipping method chosen by applicant
 - f) for copying records
 photocopies, computer printouts (black and white)
 \$.25 per page (8 1/2" x 11", 8.5" x 14")
 \$.30 per page (11" x 17")