

### Public Records Request Fee Schedule

<b>Inspection</b>	
No fee	Inspection of County records on County public internet website or scheduled at County office
No fee	Accessing or downloading records the agency routinely posts on its public internet website, unless the requestor asks the agency for records to be provided through other means (the following copy charges below then apply).
<b>Copies</b>	
15 cents/page	Photocopies, printed copies of electronic records (on paper sizes no larger than 8.5" x 14", black & white, on standard copy paper, single-sided) when requested by the requestor, or for the use of agency equipment to make photocopies.
10 cents/page	Single-sided, scanned records or use of agency equipment for scanning (applies if paper copies must be scanned in order to produce in electronic format).
5 cents/each 4 electronic files or attachments	Files and attachments uploaded to email, or cloud-based data storage service, or loaded and delivered on a digital storage media (CD, DVD or thumb drive) or other means of electronic delivery.
10 cents/gigabyte	Records transmitted in electronic format or loaded and delivered on a digital storage media (CD, DVD or thumb drive)
Actual cost	Digital storage media or devices, such as, CDs, DVDs, Thumb drives, etc.
Actual cost	Any container or envelope used to mail copies.
Actual cost	Postage or delivery charges.
Actual cost	Photocopies, printed copies of electronic records on paper sizes larger than 8.5" x 14" and/or in color.
<b>Copy Charges – Other Records</b>	
Cost varies	Records for which other costs are authorized pursuant to laws outside RCW 42.56. RCW 42.56.130
<b>Customized Electronic Access Service</b>	
Actual cost	Data compilations prepared or accessed as a customized service. Cost is in addition to above fees for copies including mailing/delivery and container costs. RCW 42.56.120(3)
<b>Body Worn Camera Recording</b>	
Actual cost, including the reasonable cost of staff time spent	Redacting, altering, distorting, pixelating, suppressing, or otherwise obscuring any portion of the body worn camera recording, as authorized by RCW 42.56.240(14)(f), as in effect now or as amended in the future.
↑ Copy charges above may be combined to the extent that more than one type of charge applies to copies responsive to a particular request.	
↑ Copy charges are assessed for each installment of records provided to the requestor.	
<b>Deposits</b>	
10 percent of estimated cost to fulfill request	When the estimated copying cost for fulfilling an entire request, or when providing a customized service, exceeds \$25 or when a requestor has previously failed to pay for a request or installment.