



## CHARGES FOR FOIA COPIES AND RESEARCH

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|---------------------------------------|---|
| 1. Records search:                    | Lowest hourly pay rate of employee who is authorized to make the search for the requested materials |
| 2. Paper Copies:                      |   |
| Letter size copies (8 ½ x 11)         | 15¢ per copy  |
| Legal size (8 ½ x 14)                 | 17¢ per copy  |
| Ledger size (11 x 17)                 | 30¢ per copy  |
| Color copies                          | Add 10¢ per copy to above charges   |
| Oversize copies                       | Actual cost of copying  |
| 3. CD, DVD, or other electronic media | Cost of media plus prorated hourly wage of employee making the copy                                 |

Section 30-4-30(B) S.C. Code of Laws, 1976, as amended, provides as follows;

The public body may establish and collect fees not to exceed the actual cost of searching for and making copies of records. The custodian of the public records may charge a reasonable hourly rate for making records available to the public and may receive a reasonable deposit of these rates before searching for or making copies of the records.

### Section 30-4-50

Certain matters declared public information; **use of information for commercial solicitation prohibited.**