

DFI Public Records Fee Schedule

Effective August 1, 2018

RCW 42.56.120(2)(b)&(C), (3), (4); RCW 42.56.130

<u>Charge:</u>	<u>Record Type:</u>
15 cents / page	Photocopies, printed copies of electronic records when requested by the requester, or for the use of agency equipment to photocopy public records.
10 cents / page	Records scanned into an electronic format or for the use of agency equipment to scan the records.
5 cents for each 4 electronic files or attachments	Records uploaded to email, cloud-based data storage service, or other means of electronic delivery
10 cents / gigabyte	Records transmitted in an electronic format or for the use of agency equipment to send the records electronically.
Actual cost	Digital storage media or device; any container or envelope used to mail copies; and postage or delivery charges.
Actual cost	Customized service charge if the department estimates that the request would require the use of information technology expertise to prepare data compilations, or provide customized electronic access services when such compilations and customized access services are not used by the agency for other agency purposes.
For production of records, DFI charges for costs of copies as authorized by RCW 42.56.120.	When an installment and/or the entire request has been completed, we will notify you of the charges. Once we have received payment we will provide the records.