

## SPOKANE COUNTY'S PUBLIC RECORDS FEE SCHEDULE

PUBLIC RECORD	DEFAULT FEE
(1) Per page for photocopies of public records or printed copies of electronic public records or for the use of agency equipment to photocopy public records.	\$0.15
(2) Per page for public records scanned into an electronic format or for the use of agency equipment to scan the records.	\$0.10
(3) Each four electronic files or attachment uploaded to email, cloud based data storage service, or other means of electronic delivery.	\$0.05
(4) Per gigabyte for the transmission of public records in an electronic format or for the use of agency equipment to send the records electronically.	\$0.10
(5) Actual cost of any digital storage media or device provided by agency (such as hard disk, DVD or CD, flash drive, etc.), the actual costs of any container or envelope used to mail the copies to the requestor, and the actual postage or delivery charge.	Actual Cost
(6) Customized service charge.	Actual Cost

*Pursuant to section 6.4 of the County's Public Records Act Rules, for administrative convenience, the County will waive public records copying fees when the total fee amounts to less than \$1.00.*