

FREEDOM OF INFORMATION ACT

FEE SCHEDULE

(Amended 2-23-23)

NOTE: This schedule does not apply to public records prepared by Township Departments or Offices under any act or statute specifically authorizing the sale of those public records to the public or to fees that have been established and approved as part of the Forsyth Township Offices operating revenue.

Type of Reproduction	Cost	Unit
Copies of a Document	\$.10	Per page
Additional Copies of the Same Document	\$.10	Per page
Labor cost incurred in duplication	\$3.63	Per 15 minute unit
Labor cost incurred for search, examination, review and the deletion and separation of exempt from nonexempt information	*\$8.38	Per 15 minute unit
Attorney Costs O'Dea, Nordeen and Pickens PC (not to exceed 6 times states minimum wage rate)	\$15.15	Per 15 minute unit
Non-paper Physical Media (disc, flash drive)	\$6.00 \$0.50	Per Flash Drive Per CD
Envelopes	\$.10, \$.10, \$.19, \$.26	#10, 6x9, 9x12, 10x13,
Postage Charges	Actual	Per mailing

*Hourly wage of the lowest paid departmental employee capable of retrieving the information necessary to comply with the request. The rate listed was calculated using the hourly wage of a Board Secretary plus 50% of fringe benefits prorated to 15 minute units.

Waivers

The first \$20 of the fee shall be waived for an individual who submits an "Affidavit of Indigency", and meets the eligibility requirements.

Deposits

If the fee for the search and providing the public information exceeds \$50, a deposit of 50% of the estimated fee is required.

Other

Fees must be paid in full prior to the actual delivery of the public information or copies.

100% of fee estimate will be required when a prior request was made, within 365 days, by the same person or entity, and was not paid. If the good faith deposit is not received within 48 days from the date the notice is mailed, the request will be considered abandoned.