

SMOKY LAKE COUNTY



Title: Fees for the Provision of Information	Policy No.: 09-02
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Legislation Reference:	Freedom of Information and Protection of Privacy Act - Schedule 2
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Purpose:	To establish a fee structure for the provision of printed information to the general public.
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Policy Statement and Guidelines:

The amount of the fees set out in this Schedule:

Are the maximum amounts that can be charged to applicants.

1. Locating and retrieving a record \$6.75 per ¼ hr.
2. Producing a record from an electronic record:
 - a. Computer processing and related charges. Actual amount charged to Public Body:
 - b. Computer programming \$10.00 per ¼ hr.
3. Preparing and handling a record for disclosure \$ 6.75 per ¼ hr.
4. Supervising the examination of a record \$ 6.75 per ¼ hr.
5. Shipping a record or a copy Actual amount incurred by Public Body
6. Copying a record:
 - a. photocopies, hard copy laser print and computer printouts \$ 0.25 per page
 - b. floppy disks \$ 10.00 per disk
 - c. computer tapes \$ 55.00 per disk

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Policy Statement and Guidelines:	
d. microfiche (diaz film)	\$ 0.50 per fiche
e. duplication of 16mm microfilm	\$ 25.00 per roll
f. duplication of 35mm microfilm	\$ 32.00 per roll
g. duplication microfilm or microfiche to paper	\$ 2.00 per page
h. photocopies (colour / black & white from negative)	
i. 4" x 5"	\$ 10.00
ii. 5" x 7"	\$ 13.00
iii. 8" x 10"	\$ 19.00
iv. 11" x 14"	\$ 26.00
v. 16" x 20"	\$ 40.00
i. plans and blueprints	\$ 0.50 per sq. ft.
j. duplication of slide	\$ 2.00 per slide
k. duplication of audio cassette	\$ 5.00 per tape
l. duplication of video cassette (¼ ", ½ "or 8mm – 1hr)	\$ 20.00 per tape
m. duplication of video cassette (¼ ", ½ "or 8mm– 2hr)	\$ 25.00 per tape
n. duplication of video cassette (¾ " - 30 minutes)	\$ 18.00 per tape
o. duplication of video cassette (¾ " - 1 hour)	\$ 23.00 per tape
p. any other media not listed above	Actual cost to Public Body

	Date	Resolution Number
Approved	April 18, 1996	# 395 - Page 5997
Amended	February 24, 2000	# 247 - Page 6798
Amended		