

# Schedule of Fees

Fees are determined based on the estimated average costs to governmental bodies in accordance with Texas Administrative Code Rule §70.3. The expense of obtaining records is contingent upon various factors, including but not limited to:

- The preferred format for the requested document (e.g., paper, CD, DVD).
- Whether the record is archived.
- Whether computer programming is necessary to retrieve the requested data.

For additional details on the costs associated with obtaining records, please refer to the Fee Schedule provided below.

Description	Cost
Standard-size paper copies, single-sided, BW (8 1/2" x 11" or 8 1/2" x 14")	\$0.10/page
Oversized paper copies (11" x 17")	\$0.50/page
Non-standard size copies	
Diskette	\$1.00 each
Magnetic Tape	Actual cost
Data Cartridge	Actual cost
Tape Cartridge	Actual cost
Rewritable CD (CD-RW)	\$1.00 each
Non-rewritable CD (CD-R)	\$1.00 each
Digital video disc (DVD)	\$3.00 each
Other electronic media	Actual cost
VHS Video Cassette	\$2.50 each
Audio Cassette	\$1.00 each
Mylar	Actual cost
Blueline/Blueprint Paper	\$0.20/linear
Personnel Charges	\$28.50/hour
Programming Personnel Charges	\$15.00/hour
Other Personnel Charge*	(Programming/Other Charge x .20)
Overhead Charges (20% of Personnel Charges)	
Microfiche or Microfilm	\$0.10/page
Paper copy	Actual Cost
Fiche or film copy	
Remote Document Retrieval	Actual Cost
Computer Resources Charges	\$10.00/minute
Mainframe	\$1.50/minute
Midsized	\$2.20/hour
Client/Server	\$1.00/hour
PC or LAN	
Miscellaneous Supplies	Actual Cost
Postage/Shipping Charges	Actual Cost

Photographs	Actual Cost
Fax Charges	Actual Cost
Other Charges	Actual Cost
Outsourced/Contracted Services	Actual Cost
Miscellaneous Fees	Actual Cost

\*Other Personnel Charge only applies if the number of responsive documents copied is greater than fifty (50) pages. Personnel Charge may include actual time to locate, compile, reproduce, and/or redact information.