

WEST BLOOMFIELD TOWNSHIP
FREEDOM OF INFORMATION ACT
FEE SCHEDULE

The Township may charge a fee for a public records search, the necessary copying of a public record for inspection, or for providing a copy of public records. When calculating fees, the Township may consider: the actual mailing costs, actual incremental costs of duplication or publication, and the costs of labor, including the search, examination, review, deletion, and separation of exempt from non-exempt information. MCL 15.234

Calculation of Fees:

1. Actual mailing costs

2. Duplication Fees and Labor Costs:

Fees include labor costs which are based on the lowest full-time Township position regardless of who does the work. However, a different labor rate may be applied due to the nature of the request. The labor rate may be modified when a higher skill level employee is required to perform the work; in such case, the labor rate calculation will be based upon the actual copying costs and the hourly wage rate of the employee capable of performing the work.

DOCUMENTS: letter and legal size:

Black & White Copies:	\$ 1.00	first page
	.25	each additional page

Color Copies:	\$ 1.50	first page
	.35	each additional page

PLANS

Copies of Plans:	\$10.00	per page
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DIGITAL RECORDINGS OF MEETINGS:

DVD	\$15.00
USB stick	\$20.00
CD	\$10.00

3. Certification of Records **\$10.00 additional certification fee**