

PUBLIC ACCESS TO INFORMATION 2010 - FEES

Service	Fee
Photocopy: Black and white (all sizes)	\$1.00
Photocopy: Color (all sizes)	\$2.00
Photographs: Black and white and color (digital photographic print from digital file, scanned hardcopy, or existing negative)	\$1.00
Photographs: Black and white (photocopy or standard print-out)	\$1.00
Photographs: Color (photocopy or standard print-out)	\$2.00
Video duplication	Actual vendor costs plus 25% administrative fee
Conversion of an analogue audio or video record (e.g. tape or reel-to-reel) into digital MP3 or DivX file format	Actual vendor costs plus 25% administrative fee
Copy of a microfilm positive reel	\$75.00
Microfilm print-out black and white copy (all sizes)	\$1.00 per page
Conversion of a microfilm record into digital JPEG file format	Actual vendor costs plus 25% administrative fee
Print-out of a digital document or database report black and white copy (all sizes)	\$1.00 per page
Provision of a digital record (text or image) in standard PDF, JPEG or TIF file format by email/actual cost of digital storage apparatus	No charge
Conversion of a paper record (text or image) into digital PDF, JPEG or TIF file format	Actual costs incurred by the authority, based on hourly rates of staff undertaking the conversion, plus the purchase costs of any digital storage apparatus
Digital text files converted to audio formats for visually impaired	Actual costs incurred by the Computer Services Department, based on hourly rates of staff undertaking the conversion, plus the purchase costs of any carrier medium
Searching by a public officer for any document or of any register or index (per hour or part of an hour occupied)	\$52.00
Searching by a public officer or a member of the public for any document or of any register or index, where in the opinion of the public authority, the information to be obtained will be for the public benefit	Nil