

**2017-2019 Pricelist
Public Records Request Production Materials**

Copying and Printing Rates

Document/Print Type	2017-19 Rate	Unit
Letter/Legal Size (B&W)	\$0.07	Per copy
11 X 17 Size (B&W)	\$0.14	Per copy
Letter/Legal Size (Color)	\$0.40	Per copy
11 X 17 Size (Color)	\$0.80	Per copy

Media Rates

Type of Media	2017-19 Rate	Unit
CD-Recordable Media*	1.75	Per Disc
DVD-R Recordable Media*	2.50	Per Disc
USB Storage Device 16GB	\$10.09	Per Device
USB Storage Device 32GB	\$16.82	Per Device
USB Storage Device 64GB	\$26.92	Per Device

*A flat-fee of \$5.00 will be assessed for CD-R Recordable Media and DVD-R Recordable Media if the total processing time of the associated public records request is less than the 30-minute threshold.

Postage or Mail Service Rates

Services rates are based on current postal rates found at <https://postcalc.usps.com/>. Please note shipping rates may be impacted by the nature of the information sent (e.g. confidential information may require package tracking or a specific level of priority/insurance).