



# WHITMAN COUNTY SHERIFF'S OFFICE

411 N. MILL ST. COLFAX, WA 99111 PHONE (509) 397-6266 FAX (509) 397-2099

BRETT J. MYERS, SHERIFF

## Whitman County Sheriff Public Records Fee Schedule Effective January 1, 2020

Standard Photocopies (legal/letter)	\$0.15/page
Photocopies-Large format B/W	\$0.50/sq. foot
Photocopies-Large format color	\$0.75/sq. foot
Scanned copies-all formats	\$0.10/page*
Electronic transmittal of records	\$1.10 per gigabyte, or fraction thereof, for electronic transmittal
CD/DVD	\$2.00 each
USB	\$25.00 each**
Patrol car video on DVD	\$2.00 per DVD
Digital Photographs on CD	\$2.00 per CD
Traffic Accident Report	\$5.00 per report
Photos	\$1.00/page of 4 color photos

1. The Sheriff may require a requestor to enter into a written alternative fee agreement for voluminous records requests or frequently occurring requests from the same person that require staff and resources beyond what is normally available to the Sheriff for public records requests. The customized service charge is in addition to the fees set forth above and may include reimbursements for the actual costs of providing the records.
2. The Sheriff may assess a customized ID service charge if:
  - a) Fulfilling the request requires use of information technology resources to identify, locate, format or translate a record, data compilation or to provide electronic access services.
  - b) The Sheriff shall provide the requestor an estimate of the customized service charge and must not charge more than the actual costs of providing customized access services.
3. The Sheriff may waive any fee whenever it deems necessary or appropriate
4. The Sheriff may require a deposit equal to 10% of estimate cost of producing all requested records
5. Charges may be combined if more than one type of charge applies

\*Plus electronic transmittal fees if applicable

\*\*Plus scanned copies fee

Statutory authority for this fee schedule is found in RCW 42.56.070 and RCW 42.56.120