

The Bureau of Labor and Industries will advise of any fees associated with processing a request prior to the fees being accessed. The fee estimate must be accepted at which time the work is performed, records provided, and an invoice issued. For invoices greater than \$100, payment must be received prior to the release of the records. If a requestor has outstanding fees, future requests will not be processed until all outstanding balances have been paid.

At the time a fee estimate is provided, information on how to request a fee waiver will be included. A fee waiver may be requested by those unable to pay, or who feel the records should be produced at no cost due to the request being made in the public interest.

What BOLI charges for:

Staff time to process requests for public records, based on who performs the work.

Admin

- 15 minutes = \$7.00
- 30 minutes = \$14.00
- 45 minutes = \$21.00
- 1 hour = \$28.00

Manager

- 15 minutes = \$14.00
- 30 minutes = \$28.00
- 45 minutes = \$42.00
- 1 hour = \$56.00

Administrator

- 15 minutes = \$21.00
- 30 minutes = \$42.00
- 45 minutes = \$63.00
- 1 hour = \$84.00

The actual cost for materials used:

Copies

- Black/white, letter or legal sized: \$0.07 per page
- Color and large format: BOLI has limited ability to produce color and large format records. A third-party print service may need to be utilized, which will be communicate to the requestor and the actual costs applied.

Recordable Media

- CDs: \$1.75/each
- DVDs: \$2.50/each

Postage

- Current USPS rates

Fee Waivers:

Fee waiver information is provided with all fee estimates. Fee waivers are granted to those who indicate they do not have the ability to pay, or who are able to demonstrate they are requesting records in the public interest.