

Washington State Senate Fee Schedule

Inspection	
No fee	Inspection of agency records on an agency public internet web site or scheduled at the agency office.
No fee	Accessing or downloading records the agency routinely posts on its public internet web site, unless the requestor asks the agency for records to be provided through other means (the following copy charges below then apply).
Copies	
15 cents/page	Photocopies, printed copies of electronic records when requested by the requestor, or for the use of agency equipment to make photocopies.
10 cents/page	Scanned records, or use of agency equipment for scanning.
5 cents for every 4 electronic files or attachments	Records uploaded to email, or cloud-based data storage service, or other means of electronic delivery.
10 cents/gigabyte	Records transmitted in electronic format or for use of agency equipment to send records electronically.
Actual cost	Digital storage media or devices such as a CD, DVD, Thumb drive, or other media.
Actual cost (Varies)	Postage or delivery charges - Specific amount based upon postage/delivery charges for specific mailings or deliveries. Records for which other costs are authorized pursuant to specific fee statutes.
Combined charges	Copy charges above may be combined to the extent more than one type of charge applies to copies responsive to a particular request.
Customized Service	
Actual cost	Data compilations prepared or accessed as a customized service (cost is in addition to above fees for copies).