



4624 Fairmont Parkway, Suite 210, Pasadena, TX 77504
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Texas Public Information Act Request Charge Sheet¹

Information requested from:

Date:

Description of Information Released:

Total Cost:

Released to:

Method of Payment:

Description	Quantity	Charge	Cost
(1) Standard paper copy charge		@ \$.10 per page	\$
(2) Nonstandard-size copy charges:			
(A) Diskette		@ \$1.00 each	\$
(B) Magnetic tape		@ actual cost	\$
(C) Data cartridge		@ actual cost	\$
(D) Tape cartridge		@ actual cost	\$
(E) Rewritable CD (CD-RW)		@ \$1.00 each	\$
(F) Non-rewritable CD (CD-R)		@ \$1.00 each	\$
(G) Digital video disc (DVD)		@ \$3.00 each	\$
(H) JAZ drive		@ actual cost	\$
(I) Other electronic media		@ actual cost	\$
(J) VHS video cassette		@ \$2.50 each	\$
(K) Audio cassette		@ \$1.00 each	\$
(L) Oversize paper (e.g. 11 in by 17 in., greenbar, bluebar, not including maps and photographs using specialty paper)		@ \$.50 per page	\$
(M) Specialty paper (e.g. Mylar, blueprint, blue-line, map, photographic)		@ actual cost	\$
(3) Labor charge:			
(A) For programming		@ \$28.50 per hour	\$
(B) For locating, compiling and reproduction (over 50 pg or from external storage facilities)		@ \$15.00 per hour	\$
(4) Overhead charges (20% of labor charges)		@ \$.20	\$
(5) Microfiche or microfilm charges:			
(A) Paper copy		@ \$.10 per page	\$
(B) Fiche or file		@ actual cost	\$
(6) Remote document retrieval charge:		@ actual cost	\$
(7) Computer resource charges:			
(A) Mainframe		@ \$10.00 per CPU minute	\$
(B) Midsized		@ \$1.50 per CPU minute	\$
(C) Client/Server		@ \$2.20 per clock hour	\$
(D) PC or LAN		@ \$1.00 per clock hour	\$
(8) Miscellaneous supplies charge		@ actual cost	\$
(9) Postal and shipping charges		@ actual cost	\$
(10) Photographs (in accordance with 1 TAC §70.9(5))		@ actual cost	\$
(11) Maps (in accordance with 1 TAC §70.9(4))		@ actual cost	\$
(12) Other costs		@ actual cost	\$
(13) Outsourced/Contracted Services (may not include development costs)		@ actual cost	\$

¹Source: 1 TAC §70.10