



CORINTH-SHILOH FIRE DISTRICT FREEDOM OF INFORMATION ACT REQUEST

As provided by S.C. Code 30-4-30(B), the Corinth- Shiloh Fire District (CSFD) may establish and collect reasonable fees not to exceed the actual cost of the search, retrieval, and redaction of records.

Schedule of Charges

Paper Copies:

8.5 x 11	\$ 0.50 per page
8.5 x 14	\$ 0.50 per page
11 x 17	\$ 0.50 per page

Please note that, based on the nature of materials requested, other copying charges may apply to your request.

Hourly Fees:

Hourly fees for searching, retrieving, and redacting records will not exceed the prorated hourly salary of the lowest paid employee who, at the reasonable discretion of the Fire Chief or his/her designee, has the necessary skills and training to carry out these tasks as required under the Freedom of Information Act.

A deposit not to exceed twenty-five percent of the total reasonably anticipated cost for reproduction of the records may be required prior to CSFD searching for or making copies of records. The total cost for the reproduction of records must be paid at the time of the production of the request.

REQUEST

Requesting Person or Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Information Requested (please be as specific as possible – type or print clearly):

Signature: _____ Date: _____