

**TRAILER ESTATES PARK AND RECREATION DISTRICT
PUBLIC RECORDS FEES/OFFICE FEES PP19**

COPIES: \$.15 per page, \$.20 two-sided page

Audiotape Cassette \$ 1.50 CD Disc \$1.50 DVD Disc \$1.50

FAXES (Sent/Received):	1st Page	Additional Pages
FL or 800 numbers	\$ 1.00	\$ 1.00
Other States	\$ 2.00	\$ 1.00
Canada	\$ 5.00	\$ 1.00
Email	\$ 1.00	\$ 1.00

DEPOSITS: If the records custodian determines that the request will require extensive clerical work to compile the requested records, extensive supervisory assistance, or an extensive use of information technology resources, an advance deposit may be required before the request will be processed.

ADDITIONAL FEE INFORMATION:

Public record requests requiring extensive clerical or supervisory assistance, extensive research (i.e. legal, paralegal, etc.), or extensive use of information technology resources may be charged an additional fee on a case by case basis.

The fee shall be based on the cost incurred for such extensive use of information technology resources or the labor cost of the personnel providing the service that is actually incurred by the Trailer Estates Park and Recreation District (TE) or attributable to TE for the clerical and supervisory assistance required, or both. Labor costs will include wages, Medicare/social security employer costs, and costs of benefits (health, dental, and retirement).

An additional fee may be charged for requests which require an extensive amount of clerical or supervisory assistance (more than 15 minutes), or an extensive use of information technology resources (for definition, see Government-in-the-Sunshine Manual, 2007 Edition, Volume 29, Part II: Public Records, Section L, Number 11b, p. 172).

**TRAILER ESTATES PARK AND RECREATION DISTRICT
PUBLIC RECORDS FEES/OFFICE FEES PP19**

<u>TIME</u>	<u>Office Manager</u>	<u>Office Assistant</u>
16-30 minutes	\$9.96	\$6.33
31-45 minutes	\$19.91	\$12.67
46-60 minutes	\$29.87	\$19.00
61-75 minutes	\$39.82	\$25.34
More than 60 minutes prorates at the rate of	\$39.82	\$25.34

Fees are set according to the provisions of Florida Public Records Law, Chapter 119. Fees for requests requiring extensive assistance are calculated based on the information technology resources or labor costs actually incurred by the district (see Government-in-the-Sunshine Manual, 2007 Edition, Volume 29, Part II: Public Records, Section L, Number 11, p. 171- 172; Number 11c (1) and (2), p. 172 - 173).