

Community Transit - Public Records Fee Schedule

Jan McBride
 Public Disclosure Officer
 7100 Hardeson Road
 Everett, WA 98203
 425-348-7102 (phone) 425-438-6140 (fax)
Jan.mcbride@commtrans.org

Inspecting public records	No charge
Physical Records	
Standard black and white photocopies (8 x 11)	15 cents per printed page
Black and white photocopies (8 x 14)	15 cents per printed page
Color copies (8 x 11)	25 cents per printed page
Color copies (8 x 14)	25 cents per printed page
Large format plans and maps	\$3.50 per page (if copies produced in-house) Vendor invoice (if outsourced)
Electronic and Other Media Formats	
Electronic copies on CD-ROM	\$1.00 per disk
Audio or video disks	\$1.00 per disk (if copies produced in-house) Vendor invoice (if outsourced)
Photos	Vendor invoice
Scanning of non-electronic records	10 cents per page scanned
Electronic delivery of records	5 cents/4 files or attachments; 10 cents/gigabyte
Miscellaneous	
Postage	Actual cost
Materials or supplies	Actual cost
Vendor provided copies or services	Vendor invoice

Notes:

*Charges can be combined if more than one type of charge applies.

*No charge for records posted on website unless requester asks for copies through other means.