

**Georgia Department of Public Safety**  
**Policy Manual Exhibit**

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| SUBJECT<br><b>OPEN RECORDS FEES</b>      | EXHIBIT NUMBER<br><b>13.01-1</b> |
| REFERENCE<br><b>13.01 – OPEN RECORDS</b> | REVISED DATE<br><b>4/18/2012</b> |

\$0.10 Per Page (letter or legal size document)

\$0.75 Per 60 minute Videotape

\$0.90 Per 90 minute Videotape

\$1.39 Per 120 minute Videotape

\$0.50 Per 60 minute Audio Cassette

\$0.67 Per 90 minute Audio Cassette

\$0.22 Per CD

\$0.30 Per DVD

\$0.06 Per Photograph (4x6)

\$0.22 Per Photograph (8x10)

A reasonable charge may be imposed for the search, retrieval, redaction and production or copying costs at the prorated hourly salary of the lowest paid full-time employee who has the skill to perform the request. No Charge shall be made for the first quarter hour. This fee shall require pre-approval by the Manager of the Open Records Unit.