

Susquehanna River Basin Commission

a water management agency serving the Susquehanna River Watershed



RECORDS PROCESSING FEE SCHEDULE

**Adopted by Resolution No. 2009-02
March 12, 2009**

General Terms

The Susquehanna River Basin Commission (the "Commission") shall charge the following fees in connection with the processing of requests for Commission records. These fees cover, but are not limited to, the time and material costs of locating records, reviewing records, redacting confidential information and reproducing records in hard copy or electronic form.

Materials

- Photo Copy (8.5 x 11 to 11 x 17) - \$0.25 per copy
- Large Format Copy (poster size) - \$30.00 per copy/
- Select Data CD-Rom - \$10.00 per copy

Staff Time

- Time in Hours - \$60.00 per hour, the first hour of staff time to be without charge.

All such fees shall also be subject to a 6 percent Pennsylvania Sales Tax.

Waiver/Partial Waiver of Fees

The executive director may waive or partially waive fees established under this schedule when doing so is considered to be in the public interest and not an undue financial burden to the Commission.

Member Jurisdiction Limited Exemption

Member jurisdiction agencies shall be exempt from fees, except to the extent that the executive director determines in writing that any such requests place an undue financial burden upon the Commission.