



Charges for Copies of Public Information

<u>Item</u>	<u>Price</u>
Standard paper copy	\$.10 per page (fewer than 50 pages)
Nonstandard size copy	Plus overhead charges and personnel
a. Diskette	1.00
b. Oversized paper copy	.50 each (11 x 14 maximum available)
c. Mylar	Actual cost
d. Blueline/blueprints	Actual cost
e. Cassette tapes	1.00 each
f. Video tapes	2.50 each
Personnel Charges	
a. Programming personnel	28.50 per hour
b. Other personnel	15.00 per hour
Overhead charge	20% of personnel charges
Remote document retrieval charge	Actual cost
Miscellaneous supplies	Actual cost
Postage and shipping	Actual cost
Outsourced/Contracted services	Actual cost
Sales tax	None
Sign ordinance	Actual cost
Zoning ordinance	Actual cost
Subdivision ordinance	Actual cost
Notary service (Free for Selma residents)	5.00 first page
	1.00 per each page after the first

Note: Requests for 50 pages or more, information requiring overhead charges, and items that require retrieval time by personnel, will be charged a personnel charge, an overhead charge plus actual cost of delivery of the request as calculated by the City Administrator.

The City of Selma utilizes the Texas Building and Procurement Commission guidelines for charges assessed.

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 Web form – public info101206 KSB