

Office of Multnomah County Attorney Public Records Fee Schedule

ORS 192.324 permits a public agency to charge fees not to exceed its actual costs in making records available. This office will consider waiving or reducing our fees for any public records request that primarily benefits the general public. Records that require minimal expenditure of effort to locate and review may be provided at no charge. As to any other records, we will provide you with an estimate of the total costs per the fee schedule below and will require pre-payment of all, or a portion of, the fee prior to beginning work. Charges will be incurred for research time even if the search does not result in the number or type of documents sought.

Item Cost

Printed copies:

 First 20 pages: \$5.00 flat fee
 Additional pages: \$0.25 per page (after 20 pages)

Scanned copies will be charged in accordance with the Staff Review Costs.

Other: Actual costs incurred

Scanned copies will typically be provided by email unless printed or electronically stored documents are specifically requested. Electronic copies will be provided on a CD/DVD/USB at a cost of \$31 per CD/DVD/USB. The act of duplicating is covered in the per page costs above. To the extent that additional work is necessary to produce the records (for example: scanning, locating precise documents sought, segregating exempt and non-exempt records, running database queries, attorney review of documents, or supervising in-person review of records) that time will be billed at the rates below, which are all rounded down from our true costs.

Staff Review Costs

Clerical/paralegal... \$40-\$75 / hour
Attorney \$75-90 / hour

Older files that have not been destroyed per our records retention schedule are archived off-site. Our archival facilities charge us varying costs to retrieve materials, depending on where they are archived. This will be charged to the requestor.

You will never be billed more than our actual costs in producing records. If we have overestimated the actual costs of production in a particular case, you will be refunded the difference between our actual cost and any prepayment made.