

## **DOCUMENT REPRODUCTION COST**

**5447**

(No. 3 June 1991)

Payment for each copy of a public record requested by a person in the general public must be made as indicated in the latest instructions.

If an individual requests a public record and fails to pay the charge in a reasonable period (30 days), further requests for records from that individual should not be honored until all amounts owed for prior duplication of public records have been paid in full. Each individual to whom a public record is sent should be informed of this policy.

**FORMS AND/OR FORMS SAMPLES: RETURN TO ISSUANCE HOME PAGE FOR FORMS/FORMS SAMPLES SITE LINK.**

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