



WDFW Public Records Fee Schedule

Per the State of Washington's Public Records Act, RCW 42.56.120, agencies may charge fees to recover costs of making and providing copies of records when fulfilling requests. The fees listed below go into effect on July 23, 2017.

Record Request Fee Schedule	
Copies of Records:	
15 cents/page	Photocopies, printed copies of electronic records when requested by the requester, or for the use of agency equipment to make photocopies.
10 cents/page	Scanned records, or use of agency equipment for scanning.
1.25 cents/electronic record	5 cents for each 4 electronic files or attachments uploaded to email, or cloud-based data storage service, or other means of electronic delivery.
10 cents/gigabyte	Records transmitted in electronic format or for use of agency equipment to send records electronically.
Other Costs:	
Actual Cost	Digital storage media or devices.
Actual Cost	Any container or envelope used to mail copies.
Actual Cost	Postage or delivery charges.
Actual Cost	Customized service charge (in addition to fees for copies above) will be imposed if request will require use of information technology expertise to compile data.*

*Tip: To avoid a customized service charge, target your requests to clearly identifiable records or data. For example, a request for all fish records and data points for the Columbia River system would likely have several thousand (or millions) of records and data points. Try to be specific with your request and include date range, search terms and staff names if possible. The agency will notify the requestor if a customized service charge will apply. The requestor can then modify the request to avoid or reduce the cost.

Note: The Public Records Officer has the authority to waive fees.



RCW 42.56.080 states that requests must be for "identifiable records".