

Fee Schedule for Copies of Port of Vancouver Records

Per state law, the port is not allowed to charge for locating a public record or for making records available for review or inspection. The port may charge for the actual costs of copying public records, including the staff time spent making the copies.

- The charge for standard black-and-white photocopies is fifteen cents (\$.15) per page. If the port has to pay an outside firm for duplicating records in non-routine formats such as photographs, blueprints or tape recordings, the actual cost may be passed along to the requestor.
- For digital copies, there is a \$2 charge per CD/DVD used. There is no charge for digital copies sent via electronic means (email, FTP site, etc.)
- An estimate of the copy costs will be provided to the requestor so that they have the opportunity to decline having the copies produced.
- Payment may be made by check or money order to the Port of Vancouver.
- For more information regarding the fee schedule for copies of records, please visit the [Washington State Legislature website](#).