

RECORDS PRODUCTION FEE SCHEDULE:

50 pages or more	\$0.20 per page
≥ 1 hour of Employee/Administrative Time	Hourly wage of employee(s) responding
Postage or fax expense of \$2.00 or more	Actual cost
Computer Time	Actual cost

SFFA charges only for its costs to fulfill each request. Invoices will be sent to the requestor and payment is **required in full** before the public records are released to the requestor.

If the cost of responding to the request is estimated to be \$200 or more, requestors will be notified and given an opportunity to narrow their request or will be required to pay a deposit of 25% in advance before the request will be fulfilled.

“Section 30-2-50 of the Code of Laws of the State of South Carolina provides that no person or private entity shall knowingly obtain or use any personal information obtained from a public body for any commercial solicitation directed to a person in this State. The State Fiscal Accountability Authority, as a public entity, gives notice to you, as a requestor of records from this agency, that obtaining or using these public records for commercial solicitation is prohibited. Any person who knowingly uses public records for commercial solicitation is guilty of a misdemeanor and, upon conviction, must be fined an amount not to exceed five hundred dollars or imprisoned for a term not to exceed one year, or both. Please see S.C. Code of Laws Section 30-2-10, et. seq. for full text of Family Privacy Protection Act.”