

**HALL COUNTY 9-1-1
(FOR OFFICE USE ONLY)**

COST WORKSHEET

The total estimated cost listed below must be paid to the Hall County 9-1-1 Center, 470 Crescent Drive, S.E., Gainesville GA 30501, prior to receiving the requested records, tapes or reports. Following are the estimated costs incurred in complying with your request for copies of Hall County 9-1-1 records, tapes, or reports under § O. C. G. A. 50-18-70.

The undersigned understands that if the preparation, copies, etc. exceeds the estimated cost there may be additional charges before the requested information will be released. All materials must be picked up at the Hall County 9-1-1 Center within 10 business days after being notified the material is ready. Pick-up must be in person by the requestor or requestor's designee. The designee must present a signed letter by the requestor giving permission to pick up the documents. ID will be required before any information is released.

	<u>Revised Charge</u>	<u>Estimated</u>	<u>Estimated Cost</u>	<u>Actual</u>	<u>Actual Cost</u>
Actual preparation time (Minimum 1 hour)	\$17.23/hr	_____	_____	_____	_____
Review records/or audio (Minimum 1 hour)	\$17.23/hr	_____	_____	_____	_____
Cost per copy \$.25 (Minimum 4 pages)	\$.25/ea	_____	_____	_____	_____
Cassette tape	\$ 5.00/ea	_____	_____	_____	_____
CD	\$ 7.00/ea	_____	_____	_____	_____
Notarize Documents	\$ 2.00/ea	_____	_____	_____	_____
Subpoenas (Out of County)	\$25.00/daily \$.36/mile	_____ _____	_____ _____	_____ _____	_____ _____
MIS	\$19.90/hr	_____	_____	_____	_____
Premise History Printouts	\$10.00/ea	_____	_____	_____	_____
Shipping and Handling	\$20.00/pkg	_____	_____	_____	_____
GRAND TOTALS		<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>

Signature of Requestor: _____ Department Representative: _____

Date: _____

For office use only

Incident Number: _____

Incident Date & Time: _____