# City of Gaithersburg Fee Schedule

FY27 Adopted Budget

## GENERAL GOVERNMENT - MISCELLANEOUS FEES

### Maryland Public Information Act (MPIA) Requests

| | | |
|---|---|---|
| Staff Time (time spent locating, compiling, reviewing, and redacting records) | Staff Time: first 2 hours | No charge |
| | General Staff Time: > 2 hours | $31.91 per hour |
| | Gaithersburg Police Department (GPD) Body Worn/In-Car Camera Videos: > 2 hours | $55.61 per hour |
| | GPD Crime Statistics | $41.50 per hour |
| | GPD Personnel/Background Files/Internal Affairs: > 2 hours | $89.51 per hour |
| Additional charges for MPIA Requests may be applied for copying, printing and electronic information, according to the Copying and Printing and Electronic Information fee structures. | | |

### Copying and Printing

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|---|---|---|---|
| Copying and Printing Requests | Size | Black and White | Color |
| | Letter/Legal, 1-10 pages | No Charge | $1.00 each |
| | Letter/Legal, 11 or more pages | $.20 each | $1.00 each |
| | 11”x17” | $.50 each | $2.00 each |
| | 18”x 24” | $3.00 each | $5.00 each |
| | 21”x24” | N/A | $6.00 each |
| | 24”x36” | $6.00 each | $10.00 each |
| | 30”x42” | $9.00 each | $15.00 each |
| | 36”x36” | $9.00 each | $15.00 each |
| | 36”x48” | $12.00 each | $20.00 each |
| | 42”x42” | $12.00 each | $20.00 each |
| | Custom Sizes | $1.00 per Sq. Ft. | $1.67 per Sq. Ft. |

### Electronic Information

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|---|---|---|
| Documents Provided Via CD | Fee | $10 per CD |
| Documents Provided Via USB Key | Fee | $20 per USB Key |