



422 Gateway Avenue, Suite 100 • Astoria OR 97103 • Tel 503-741-3300 • www.portofastoria.com

Public Records Request Price List

Per the Port of Astoria Public Records Request Policy, requests that require 15 minutes or less will be provided at no charge for staff time. Request that require more than 15 minutes will be charged for staff time (see below). Requests may also be subject to charges for attorney review, if necessary.

<u>Description</u>	<u>Price</u>
Standard Black & White Copy/Scan	.20 per copy/scan
Color Copy/Scan, Audio Files, or Other Unusual Formats	Actual cost to Port
Record Viewing (in-person)	Subject to staff time
Electronic (pre-existing electronic documents)	Subject to staff time
Storage Devices (USB Drives, CD/DVD)	Actual cost to Port
Staff Time	\$30 per hour, prorated
Attorney Time	Attorney's hourly rate
Postage/Shipping	Actual cost to Port

All fees are due and payable prior to the release of requested information.

Please contact the Port of Astoria with any questions.