

S.C. State Election Commission
Freedom of Information Act Fee Schedule

THIS SCHEDULE EFFECTIVE AND APPLICABLE TO ALL REQUESTS FOR INFORMATION
SUBMITTED *ON OR AFTER* **JANUARY 14, 2022.**

1. Fees for search, retrieval and redaction of documents and information:
 - a. \$25.00 per work hour; *to include, when applicable, a fee as described in item (b).*
 - b. The amount charged to the State Election Commission for programming necessary to complete the search for and retrieval of the requested information.

 2. Fee for paper copies: \$0.25 per page.

 3. Fee for data transfer media: Actual cost of compact disks, flash drives, file boxes and other media or materials necessary to transfer requested information to the requestor.
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- A deposit of 25% of the estimated total fee may be required before the SEC begins search, retrieval and redaction of records.

 - Where a fee is required, the total amount of the fee must be paid in full prior to delivery of any records.

 - There is no copy or scan fee for records already in electronic format, however fees may be charged for the search, retrieval and redaction of records that exist in electronic format.

 - SEC staff may waive fees if the total fee is less than \$25.00.

 - Payments for deposits and fees may be submitted by money order, cashier's check or a personal check made out to **South Carolina State Election Commission**. Please send the check to:

South Carolina State Election Commission
Attn: FOIA payment
P.O. Box 5987
Columbia, SC 29250