



SUMMARY OF FEES FOR INFORMATION REQUESTS UNDER THE MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT.

If you request information under the *Municipal Freedom of Information and Protection of Privacy Act* you may be required to pay certain fees. The rules regarding payment and amount of fees are set out in the Act and its regulations. Typical fees are summarized below.

If you are requesting information about yourself, your request is considered a **personal information request**. All other requests for information, whether about a person other than yourself or about a government program or activity are considered **general information requests**. General Information requests are charged different fees than personal information requests.

FEE CHARGES FOR REQUESTS FOR GENERAL INFORMATION

Application Fee	\$5.00	-to be paid when you submit your request
Search Time	\$7.50	-per 1/4 hour required to search & retrieve records
Record Preparation	\$7.50	-per 1/4 hour required to prepare records for release
Photocopying	\$0.20	-per page
Computer Programming	\$15.00	-per 1/4 hour if needed to develop a program to retrieve information
Floppy Disks	\$10.00	-per disk

FEE CHARGES FOR REQUESTS FOR PERSONAL INFORMATION

Application Fee	\$5.00	-to be paid when you submit your request
Photocopying	\$0.20	-per page
Computer Programming	\$15.00	-per 1/4 hour if needed to develop a program to retrieve information
Floppy Disks	\$10.00	-per disk

You will be given a fee estimate if anticipated fees are \$25.00 or more. If the estimate of fees to be paid is \$100.00 or more, you may be required to pay a 50% deposit.

For further information about the fees charged, contact the Municipal Freedom of Information and Protection of Privacy Coordinator of the Aylmer Police at the address and phone numbers below.