



Poquonnock Bridge Fire District

Office of Fire Prevention

373 Long Hill Road

Groton, Connecticut 06340-3812

Phone: (860)448-1384 - Fax (860)445-2554

Michael S. Bednarz

Fire Marshal

Fees for Copying of Documents In accordance with the Freedom of Information Act

As authorized by Sections 1-211 and 1-212 of the Connecticut General Statutes, the following fees shall be applied, for any request of copies of public records held by the Poquonnock Bridge Fire District:

- A. Printed copy: \$.50 per page of non-exempt public records.
- B. Photos: Photos from photographic negatives will be charged at the actual development cost of the reproduction, plus an additional charge for the time required for an employee of the Poquonnock Bridge Fire District to take the film or negatives to a developer and retrieve the finished photos. This time shall be charged at the hourly salary of that employee.
- C. Digital Photos: \$2.00 per page printed two pictures to a standard page on bond paper with a color printer.
- D. VCR Tape: Actual cost of reproduction, including hourly salary for any employee required.
- E. CD-R reproduction: Cost per CD-R, plus the hourly salary of the employee making the reproduction.
- F. Faxed copies: \$.50 per page, if a copy of a record which is stored on the computer or printed in duplex format or reduced size in a file must be printed in order to have a copy suitable for faxing. An additional charge may be made for long-distance calls.
- G. Hand-held scanning: \$10.00 for each time an individual copies records with a hand-held scanner, the use of which shall leave no mark on the public record. (In accordance with the provisions of Sec. 1-212 (4) (g).)
- H. Mailing: Actual cost of any form of mail service.

All requests for copies in any form or format shall be made in writing, and such requests shall be held on file in this office.