**Section 1400.410 Copies of Public Records; Copy Fees**

a) Copies of public records shall be provided to the requestor only upon payment of any fees which are due.

b) Fees for copies of public records on letter or legal size paper shall be calculated at the rate of 30 cents per page.

c) Fees for certification of public records shall be $2 per certification.

d) Fees for document reproduction requests that require creation of computer programs and computer generated records, or copying of microfilmed or electronically imaged information, shall be based on the actual costs incurred by the Department.

e) Fees for reproducing records in a form not listed in this Section (e.g. computer tapes, printouts, video tapes, maps and blueprints) will be based on the actual costs incurred by the Department.

f) There shall be no fee charged for inspection of records or the Department's costs in searching and reviewing records.

g) Payment shall be remitted by check or money order made payable to the Department of Labor and shall be sent to the Freedom of Information Officer.

h) Fees shall be waived if the total charge for copies of the public records is less than $10, or if the request is in the public interest as defined in Section 6 of the FOIA [5 ILCS 140/6].