**Section 430.40 Photocopying Services**

a) Materials may be photocopied by the library. The cost for reproduction will be determined by the facility based on actual cost per copy and charged to the committed person.

b) Committed persons who are without funds shall be provided and charged for copying services for legal materials which may not be reasonably duplicated by other means. Legal documents shall be deemed to mean pleadings, complaints or petitions, briefs, exhibits, affidavits, notices of filing or other documents to be filed in a court of law or other forum in which a suit may be filed or which are required to be served upon opposing counsel or parties.