



Freedom of Information (FOI) Fee Schedule

s. 57(1) FIPPA, s. 6 Reg. 460

Fees for a General Record Request	Amount / Rate
Application Fee	\$5.00 each
Photocopies and computer printouts	\$0.20 per page
Records provided on CD-ROMs	\$10.00 for each CD-ROM
Manually searching a record	\$7.50 for each 15 minutes spent by any person
Preparing a record for disclosure, including severing a part of the record	\$7.50 for each 15 minutes spent by any person
Developing a computer program or other method of producing a record from a machine readable record	\$15.00 for each 15 minutes spent by any person
Costs, including computer costs, incurred in locating, retrieving, processing and copying the record(s) if those costs are specified in an invoice received by the hospital	Actual costs incurred

Fees for a Personal Information Request	Amount / Rate
Application Fee	\$5.00 each
Photocopies and computer printouts	\$0.20 per page
Records provided on CD-ROMs	\$10.00 for each CD-ROM
Developing a computer program or other method of producing a record from a machine readable record	\$15.00 for each 15 minutes spent by any person
Costs, including computer costs, incurred in locating, retrieving, processing and copying the record(s) if those costs are specified in an invoice received by the hospital	Actual costs incurred

Fee deposit: Hospitals may require the requestor to pay 50% of the total estimated fee if it is \$100.00 or more.

Fee refund: Hospitals will refund any fee deposit paid that is subsequently waived.