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**Washington County District Attorney's
Public Records Fees**

ORS 192.324 permits a public agency to charge fees not to exceed its actual costs in making records available. This office will consider waiving or reducing our fees for any public records request that primarily benefits the general public. Records that require minimal expenditure of effort to locate and review may be provided at no charge. As to any other records, we will provide you with an estimate of the total costs according to the [Washington County Fee Schedule](#) and may require pre-payment of all, or a portion of, the fee prior to beginning work.

We will provide the documents in electronic format, via sharing a secure link for direct download. If you inform us that you want printed copies, or documents provided on a CD or thumb drive you will be charged the shipping/handling fees according to the County's fee schedule.

The act of duplicating is covered in the shipping/handling fee above. To the extent that additional work is necessary to produce the records (including, but not limited to: locating specific documents, segregating exempt and non-exempt records, running database queries, attorney review of documents, or supervising in-person review of records) that time will be billed at the hourly rates of personnel processing the request.

You will never be billed more than our actual costs in producing records. If we have overestimated our costs in a particular case, you will be refunded the difference between our actual cost and any prepayment made.