



Ann Arbor Transportation Authority
2700 South Industrial Highway
Ann Arbor, Michigan 48104
734-973-6500 734-973-6338 F
<http://theride.org/>

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FOIA RECORDS SEARCH – PROCEDURES AND GUIDELINES

The Ann Arbor Transportation Authority will charge the requester a fee equal to the actual cost of responding to the request. The fee will be determined as follows:

Photocopies will be provided at a cost of fifteen (15) cents per page.

An hourly rate for labor will be charged for the time involved to search, examine, photocopy and redact any information exempt from the FOIA. The hourly wage of the lowest paid employee capable of retrieving the information necessary to comply with the request will be charged. At this time the minimum applicable wage including benefits is \$23.50 per hour. The minimum rate will change annually as salaries and benefits change.

If the total estimated fee exceeds \$50.00, a good faith deposit will be required in an amount not to exceed one half of the total estimated fee. Upon receipt of the deposit, the search will begin.



Gregory E. Cook, CEO/Executive Director

February 16, 2004