

## Fee Schedule

### ***Search/Review***

Fees are based on: the hourly salary of the employee(s) involved (base salary plus locality payment), plus 16% for benefits

### ***Duplication:***

#### **Paper Records:**

Pages no larger than 8.5 x 14 inches, when reproduced by standard office copying machines	\$.15 per page (\$.30 for double-sided copying)
Color copies of pages no larger than 8.5 x 11 inches	Direct cost to VA
Pages larger than 8.5 x 14 inches color copies of pages no larger than 11 x 17 inches	Direct cost to VA
Photographs and records requiring special handling (e.g., because of age, size, or format).	Direct cost to VA

#### **Electronic Records:**

Charges for services related to processing requests for electronic records	Direct cost to VA
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### ***Certification:***

Each certificate of verification attached to authenticate copies of records	Direct cost to VA
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### ***Postage/Mailing:***

Charges that exceed the cost of first class postage. Examples of such charges are express mail or overnight delivery	Postage or delivery charge
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