

## Copy, Fax and Newsletter Charges

**Purpose:** It is the purpose of the City of Zearing's Copy, Fax and Newsletter Charges Policy to establish charges for these services for the General public.

### **GENERAL PROVISIONS:**

1. The City recognizes that from time to time citizens will need to have documents copied or faxed to various locations or printed in the local newsletter. Under State Law, a city may charge fees for these services, as needed to recoup the costs associated with providing these services.
2. The following fees will be charged whenever these services are required:

Photo Copy - \$.10 per page for B&W  
\$.25 per page for color

Fax - Outgoing - \$2.50 for page 1, \$.25 per page 2 and up  
Incoming - \$.25 per page

Newsletter - 400 copies are printed monthly

Full Page - \$40.00 per page for B&W

\$80.00 per page for Color

Half Page - \$20.00 per page for B&W

\$40.00 per page for Color

Quarter Page - \$10.00 per page B& W

\$20.00 per page for Color

Newsletter charges are exempt for non - profit entities and organizations  
of the City of Zearing