Michigan Technological University

Freedom of Information Act Cost Estimate

Requester's Name and Address

Fee Calculation - Labor to search, locate, and examine material:	
Number of hours	
Wage rate	$
Fringe rate	$
Sub-total	$
Fee calculation – Labor to review material and redact as needed:	**Amount**
Number of hours	
Wage rate	$
Fringe rate	$
Sub-total	$
Final Review by FOIA Coordinator:	**Amount**
Number of hours	$
Wage rate	$
Fringe rate	$
Sub-total	$
Make check (business/personal) or money order payable to: **MICHIGAN TECH** Mail Check/Money Order to: Michigan Technological University Attn. General Counsel 1400 Townsend Drive Houghton, MI 49931	Total $
*PLEASE NOTE THAT IF A DEPOSIT IS REQUESTED (TOTAL IS GREATER THAN $50.00), THE INDICATED AMOUNT IS AN ESTIMATE OF THE COST OF COMPLYNG WITH YOUR REQUEST. THE ACTUAL COST MAY VARY FROM THIS AMOUNT.	Deposit* $
For internal use only.	
Date Payment Received: Check/M.O.#: From: Date Documents mailed or picked up: Date Documents sent electronically (upon receipt of payment):	Balance due $