



City of Folly Beach, South Carolina Freedom of Information Request Form

Date: _____

Name: _____ Business: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Information Requested _____

S.C. law provides that it is a crime to knowingly obtain or use personal information from a public body for commercial solicitation.

Signature: _____

Please sign and return to:
City of Folly Beach
Attn: Katharine Watkins,
Municipal Clerk PO Box 48
21 Center Street
Folly Beach, SC 29439
843-513-1833
keich@cityoffollybeach.com

Fee Schedule:

Document Searches/Staff Time

Email and document searches by keyword or topic, document collection, and redactions will incur charges for staff time at employee or contractor's hourly rate at cost. Any document that contains personal information (social security, tax information, etc.) must be redacted.

Documents & Copies

Specific / Identified readily available items will be produced by email at no charge.

- ❖ Budget
- ❖ Financial Statements
- ❖ City Code
- ❖ Minutes, Ordinances, Resolutions, Building Plans

(All are also available on our website)

Copy Costs:

Any document that must be redacted must be counted as a hard copy, regardless of final delivery format.

- Thumb Drive \$5.00
- Copies \$.10/page
- Maps:
 - 11 x 17 or Larger Printed in B/W on Printer \$.50/page
 - 8 x 14 or Smaller Printed in Color on Printer \$5.00
- Other: Criminal Record Check/ Accident Report/Incident Report \$5.00