INVOICE FOR PUBLIC RECORDS
The University of Texas at Dallas

Date: __________
Requestor: ____________________________________________

Address: _____________________________________________

City: __________________________ State: ___________ Zip: _________

Phone: __________________________

Costs:
Standard-Size Paper Copies ________ @ $.10/per page _________
Nonstandard-Size Copies:
Diskette ________ @ $1.00/ea. _________
Magnetic Tape
- 4mm ________ @ $13.50/ea. _________
- 8mm ________ @ $12.00/ea. _________
- 9-track ________ @ $11.00/ea. _________

Data Cartridge
- 2000 Series ________ @ $17.50/ea. _________
- 3000 Series ________ @ $20.00/ea. _________
- 6000 Series ________ @ $25.00/ea. _________
- 9000 Series ________ @ $35.00/ea. _________
- 600A ________ @ $20.00/ea. _________

Tape Cartridge
- 250 MB ________ @ $38.00/ea. _________
- 525 MB ________ @ $45.00/ea. _________

VHS Video Cassette ________ @ $2.50/ea. _________
Audio Cassette ________ @ $.10/ea. _________
Oversized Paper Copy ________ @ $.50/ea. _________

Mylar (36", 42" and 48")
- 3 mil. ________ @ $.85/linear foot _________
- 4 mil. ________ @ $1.10/linear foot _________
- 5 mil. ________ @ $1.35/linear foot _________

Blueline/Blueprint Paper (all widths) ________ @ $.20/linear foot _________
Other ________ (Actual Cost) _________

Personnel Charges:
Programming Personnel ________ @ $28.50/hr. _________
Other Personnel Charges ________ @ $15.00/hr. _________
Overhead Charges:
(20% of Total Personnel Charges) ________ X $.20 _________

Microfiche or Microfilm Charge:
Paper copy ________ @ $.10/page _________
Fiche or Film Copy ________ (Actual Cost) _________
Remote Document Retrieval Charge ________ (Actual Cost) _________

Computer Resource Charges:
Mainframe ________ @ $10.00/min. _________
Midsize ________ @ $1.50/min. _________
Client/Server ________ @ $2.20/hr. _________
PC or LAN ________ @ $1.00/hr. _________

Miscellaneous Supplies ________ (Actual Cost) _________
Postage/Shipping Charges ________ (Actual Cost) _________
Photographs ________ (Actual Cost) _________

Other Charges:
(Describe) ________ (Actual Cost) _________
Outsourced/Contracted Services ________ (Actual Cost) _________

TOTAL CHARGES: (Sales tax is not added on charges for public information.) _________

Make Checks Payable To: The University of Texas at Dallas
c/o Vice President for Business Affairs Office
P.O. Box 830688 AD24
Richardson, TX 75083-0688

Method of Payment: ☐ Cash ☐ Check ☐ Other