

**WAC 192-02-160 Costs—Customized services.** (1) If the department estimates that a request would require the use of information technology expertise to prepare data compilations, or provide customized electronic access services when such compilations and customized access services are not used by the department for other department purposes, the department may impose a customized service charge.

(2) The customized service charge is:

(a) Intended to reimburse the department up to the actual cost of providing the customized services; and

(b) In addition to the charge imposed for providing copies of public records.

(3) The department will:

(a) Notify the requestor of the customized service charge to be applied to the request;

(b) Include:

(i) An explanation of why the customized service charge applies;

(ii) A description of the specific expertise; and

(iii) A reasonable estimate cost of the charge.

(c) Provide the requestor the opportunity to amend the request in order to avoid or reduce the cost of a customized service charge.

[Statutory Authority: RCW 42.56.100, 50.12.010, 50.12.040, 50.13.030, and chapter 50.13 RCW. WSR 20-21-071, § 192-02-160, filed 10/16/20, effective 11/16/20.]