

Schedule "A"
By-law No. 2044
Comprehensive User Fees and Service Charges
Township of Hornepayne
Administration
User Fees and Charges

ADMINISTRATION FEES	BASIS OF FEE	FEE	HST	TOTAL
Copies and Printing				
Black and White – Regular Letter	Per Single Side	\$0.54	\$0.07	\$0.61
Black and White – Regular Legal	Per Single Side	\$0.69	\$0.09	\$0.78
Black and White – Regular 11 x 17	Per Single Side	\$0.85	\$0.11	\$0.96
Black and White – Non-profit Groups Letter	Per Single Side	\$0.33	\$0.04	\$0.37
Black and White – Non-profit Groups Legal	Per Single Side	\$0.48	\$0.06	\$0.54
Black and White – Non-profit Groups 11 x 17	Per Single Side	\$0.63	\$0.08	\$0.71
Colour – Regular Letter	Per Single Side	\$1.61	\$0.21	\$1.82
Colour – Regular Legal	Per Single Side	\$2.14	\$0.28	\$2.42
Colour – Regular 11 x 17	Per Single Side	\$2.67	\$0.35	\$3.02
Colour – Non-profit Groups Letter	Per Single Side	\$1.07	\$0.14	\$1.21
Colour – Non-profit Groups Legal	Per Single Side	\$1.61	\$0.21	\$1.82
Colour – Non-profit Groups 11 x 17	Per Single Side	\$2.14	\$0.28	\$2.42
Posters, Maps, and Blueprints – Black and White				
9 x 12	Each	\$10.71	\$1.39	\$12.10
12 x 18	Each	\$16.07	\$2.09	\$18.16
18 x 24	Each	\$21.42	\$2.78	\$24.20
24 x 36	Each	\$26.78	\$3.48	\$30.26
30 x 42	Each	\$32.13	\$4.18	\$36.31
36 x 48	Each	\$37.49	\$4.87	\$42.36
Posters, Maps, and Blueprints – Colour				
9 x 12	Each	\$26.78	\$3.48	\$30.26
12 x 18	Each	\$32.13	\$4.18	\$36.31
18 x 24	Each	\$37.49	\$4.87	\$42.36
24 x 36	Each	\$42.84	\$5.57	\$48.41
30 x 42	Each	\$48.20	\$6.27	\$54.47
36 x 48	Each	\$53.55	\$6.96	\$60.51
Faxing				
Receiving (Black and White)	1st Page	\$5.36	\$0.70	\$6.06
	Each Additional Page	\$0.54	\$0.07	\$0.61
Sending	Each	\$5.36	\$0.70	\$6.06
Commissioning of Documents				
Regular Business Hours	Up to 30 minutes	\$51.00	\$ -	\$51.00
	Each Additional 30 minutes	\$51.00	\$ -	\$51.00
Same Day, After Hours or Emergency	Up to 30 minutes	\$153.00	\$ -	\$153.00
	Each Additional 30 minutes	\$153.00	\$ -	\$153.00
Municipal Freedom of Information Requests				
Application	Each	\$5.00	\$ -	\$5.00
Search Time	Per ¼ Hour	\$7.50	\$ -	\$7.50
Record Preparation	Per ¼ Hour	\$7.50	\$ -	\$7.50
Photocopying	Per Page	\$0.20	\$ -	\$0.20
Computer Print Outs	Per Page	\$0.20	\$ -	\$0.20
Computer Programming	Per ¼ Hour	\$15.00	\$ -	\$15.00
Electronic Format	Each	\$10.00	\$ -	\$10.00
Other				
True Certified Copy of Document	Each	\$10.20	\$ -	\$10.20
Administrative Letters – Letters of Support	Each	\$20.40	\$ -	\$20.40
Tax/Water Certificates	Each	\$51.00	\$ -	\$51.00
Letters for Tax/Water Purposes	Each	\$20.40	\$ -	\$20.40
Tax and Water Account Research/Preparation for Property Owners	Each	\$20.40	\$ -	\$20.40
Transfer of Payment or Correction of Payment Due to Client Error	Each	\$20.40	\$ -	\$20.40
Bill/Receipt Re-Issue/Re-Print	Each	\$5.10	\$ -	\$5.10
Registered Mail	Each	\$25.50	\$ -	\$25.50
NSF Service Charge	Each	\$51.00	\$ -	\$51.00
Postage/Courier Services	As Incurred by Township			
Lottery Licencing	Prize Value	3%		
New Property Tax Account Set Up	Each	\$30.60	\$ -	\$30.60
Additions to the Tax Roll	Each	\$10.20	\$ -	\$10.20
Ownership Information Change	Each	\$30.60	\$ -	\$30.60
Arrears Notice	Each	\$10.20	\$ -	\$10.20
Title Search	Each	\$30.60	\$ -	\$30.60