



State of Michigan

RICK SNYDER  
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
Lansing

SHELLY EDGERTON  
DIRECTOR

### **ACTUAL COST INVOICE**

(detailed itemization)

<b>Invoice No.:</b> 2018- A	<b>Requester:</b>
Invoice Date:	
Request Date:	
LARA Agency:	
Summary of Request:	

No. of Pages	Copying Cost	Non-Paper	Mailing Cost	Hourly Wage*	Description	Total Charges
				\$ 22.29	hours general office asst. search/retrieve	\$ -
				\$ 22.29	hours general office asst. scan/copy	\$ -
				\$ 28.31	hours dept. analyst examine	\$ -
				\$ 28.31	hours dept. analyst separate	\$ -
		\$ -	\$ -		0 Non-paper physical media (CD/flash drive)	\$ -
0	\$ 0.10		\$ -		Paper Copies	\$ -
					<b>Total Actual Amount</b>	\$ -
					<b>Less Deposit</b>	\$ -
					<b>PAY THIS AMOUNT</b>	\$ -

\*Hourly wage is the hourly wage plus 50% of fringe benefits, authorized by MCL 15.234.

\*\*If you wish to apply for indigency, please complete the affidavit found at [www.michigan.gov/lara](http://www.michigan.gov/lara) and click on "LARA FOIA Process", direct link: [http://www.michigan.gov/documents/lara/Indigent\\_Affidavit\\_Fee\\_Waiver\\_604311\\_7.pdf](http://www.michigan.gov/documents/lara/Indigent_Affidavit_Fee_Waiver_604311_7.pdf)

You may make your payment either **online** or by **mail** (check or money order):

**Online:** Please wait until 12 p.m. of the business day after you receive the invoice and then visit LARA's website to make a credit card payment: <https://www.thepayplace.com/mi/deleg/larafoia>.

**Mail:** Please mail a check or money order, payable to the State of Michigan, to P.O. Box 30004, Lansing, MI 48909 and enclose a copy of this invoice.

<b>For Department Use Only</b>	
Agency Account Code	