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www.uab.ca/ipo

Reference #2021-G-0098, 2021-G-0099, 2021-G-0100

PERSONAL & CONFIDENTIAL

July 7, 2021

Jonathan Olfert
University of Alberta Students' Union

VIA EMAIL ONLY: Jonathan.olfert@su.ualberta.ca

Re: Freedom of Information and Protection of Privacy Act – Fee Estimates

The University of Alberta received your requests for access to information on May 13, 2021.

The estimated fees for providing the records you have requested for each of the three requests are identified below.

2021-G-0098

Fee Estimate Table			
	Time	Rate	Cost
Search, locate and retrieve			
Responsive records	27.75	\$27.00	\$749.25
Preparation and Handling			
Severing	32	\$27.00	\$864.00
Preparing for release	0	\$27.00	\$0.00
Production of Copies for Disclosure			
	Pages		
Number of pages located	1925	\$0.15	\$288.75
Total			\$1,902.00
Required Deposit			\$951.00

2021-G-0099

Fee Estimate Table			
	Time	Rate	Cost
Search, locate and retrieve			
Responsive records	1.75	\$27.00	\$47.25
Preparation and Handling			
Severing	0.25	\$27.00	\$6.75
Preparing for release	0	\$27.00	\$0.00
Production of Copies for Disclosure	Pages		
Number of pages located	10	\$0.15	\$1.50
Total			\$55.50
Required Deposit			\$27.75

For 2021-G-0100

Fee Estimate Table			
	Time	Rate	Cost
Search, locate and retrieve			
Responsive records	8	\$27.00	\$216.00
Preparation and Handling			
Severing	2.25	\$27.00	\$60.75
Preparing for release	0	\$27.00	\$0.00
Production of Copies for Disclosure	Pages		
Number of pages located	138	\$0.15	\$20.70
Total			\$297.45
Required Deposit			\$148.73

Processing of a request immediately ceases upon a fee estimate being issued. Please reply to us in writing **within 20 days (July 27, 2021)** of the date of this notice indicating that you accept this estimate and enclosing a deposits separately or cumulatively (total deposit for all three requests is \$1127.48) or paying the total fee(s). This reply must be sent to the address on the letterhead or via email and should quote the reference numbers provided at the top of this letter. When we have received your response and deposit, processing of your request will continue.

Alternatively, if you wish to narrow the scope of your request in light of the fee estimate, please let me know.

If we do not receive the required fee from you or instructions that you wish to narrow the scope of the request from you on or before **July 27, 2021**, we may close our file.

If you would like to consider narrowing the scope of your request to reduce the fee estimate and you wish to discuss, please contact our office by email at foip@ualberta.ca. Please quote file number [UA file number] in your communication with us.

In certain circumstances, you may request a fee waiver. If you wish to do so, please provide me with reasons as to why you think that this request meets the criteria for a fee waiver described in this Service Alberta bulletin:

<https://www.servicealberta.ca/foip/documents/bulletin2.pdf>

Payment of Fees

Online Payment or Other Payment Options

Online

Below is the URL to be accessed to make payment online.

<https://marketplace.ualberta.ca/ipo/>

Before you begin, you must "Sign In" or "Create an Account" (top right corner of the screen).

To pay the deposit on a fee estimate or final actual processing fees, please call 780-492-9419. We will add the amount to your cart and then you may proceed with payment. Please note that you need to create an account before we can populate it with the correct amount to be paid.

Cheque by Mail

You can send us a cheque in the mail at address:

2-28 University Terrace
8303 – 112 Street NW
Edmonton, Alberta T6G 1K4

If you will be paying by cheque, please send an email to foip@ualberta.ca to inform us that you are sending a cheque by mail.

If you disagree with the fee estimate, you may ask for a review with the Information and Privacy Commissioner. You have 60 days from the date of this notice to request a review. For more information go to their website at: <http://www.oipc.ab.ca> or you can call 1-888-878-4044.

Yours truly,

Mary Golab, BA, MLIS, Director, Information & Privacy