

SOUTH CAROLINA FREEDOM OF INFORMATION ACT REQUEST

In accordance with the South Carolina Freedom of Information Act (FOIA), S.C. Code Ann. § 30-4-10, et seq., Persons have the right to inspect, copy, or receive non-exempt Public Records. FOIA Requests for Public Records of Spartanburg County should be made through the following links

Requests may also be submitted by U.S. Mail sent to Spartanburg County, Attn: FOIA, P.O. Box 5666, Spartanburg, SC 29304, and by facsimile at 864-596-2232.

Spartanburg County charges a fee for the cost of the search, retrieval, and redaction of records based on the time necessary to complete such actions. The rate used to determine the charge due is the hourly rate of the lowest-paid employee qualified to perform the actions necessary to respond to the request. Spartanburg County also charges a uniform fee to copy documents provided pursuant to a request.

Spartanburg County will provide an initial response to a requestor within ten (10) business days of receipt of the request. However, if the records sought are more than twenty-four (24) months old, Spartanburg County will provide an initial response to the requestor within twenty (20) business days.

County Department Rates Per Hour For Research and Gathering and Copies

Department	Hourly Rate
Assessor	\$ 25.83
Auditor	\$ 31.92
Budget Management	\$ 40.08
Building Codes	\$ 18.34
Clerk of Court	\$ 27.56
Communications/ 911	\$ 39.42
Community Development	\$ 22.92
Coroner	\$ 32.23
County Administration	\$ 30.15
County Attorney's Office	\$18.90
County Council	\$ 40.49
Delegation	\$ 26.45

Department	Hourly Rate
Detention Center	\$ 24.17
Emergency Services	\$ 46.21
Enviromnental Enforcement (Litter/Animal)	\$ 23.56
Environmental Enforcement (Building Code)	\$ 16.98
Facilities Maintenance	\$ 27.93
Finance	\$ 34.97
Fire Services Director	\$ 40.38
Fleet Maintenance	\$ 19.79
GIS	\$ 35.86
Hazmat	\$ 29.74
Human Resources	\$ 23.44
Infonnation Technologies	\$27.13
Internal Auditor	\$ 25.04
Magistrate Court	\$ 36.85
Master-In-Equity	\$ 23.36
Parks and Recreation	\$ 19.87
Planning and Development	\$21.11
Probate Court	\$ 36.97
Public Defender	\$ 32.06
Public Works	\$ 23.50
Purchasing	\$ 44.79
Records Management	\$ 22.71
Register of Deeds	\$ 23.85
Registrations and Elections	\$ 44.37
Risk Management	\$ 27.00
Sheriffs Office	\$ 34.00
Solicitor's Office	\$ 36.18
Solid Waste	\$ 27.35

Department	Hourly Rate
Tax Collector	\$ 24.80
Treasurer	\$ 27.06
Trinity Fire Department	\$ 35.33
Veteran's Affairs	\$ 35.00

Actual costs will also be charged as follows: \$.20 cents per page (black and white)/ \$.35 cents per page (color); Facsimile \$1.00 per page; CD \$1.00 each CD; and US Postage at the current US Postal rate charges.