**FEE SCHEDULE**

CRIMINAL JUSTICE RECORDS

**Fees for processed requests are non-refundable**

**Fees must be pre-paid**

Revised December 2023, effective January 2024

**POLICE RECORDS**

**\*Incident report free to Individuals indexed as Victims per VRA**

Criminal - Non-criminal - Accident Reports

* Search, retrieval & redaction fee $ 10.00
* Copy fee per single sided page after 10 pages $ 0.25
* Certified Copy of a Report No additional charge

Reports stored off-site $30.00

(Cost covers retrieval of off-site material only, cost of report is separate. Please see above)

**FIRE RECORDS** $0.25 per pageFree for digital copies

**SEX OFFENDER REGISTRATION LIST** No charge

**LOCAL CRIMINAL HISTORY**

* Letter of Clearance $ 15.00

**ADDRESS ACTIVITY REPORT** $ 10.00, $.25 each additional page after page 10

**CAD REPORT WITH COMMENTS**  $10.00

**BOOKING PHOTO (mug shot)** $ 10.00

**DIGITAL MEDIA (requests are accepted Monday through Friday 8:30am to 4:00pm only):**

* All Video (research & redaction) $30.00 per hour + $15.00 Device Fee (1 hour minimum)
* Photos or Images $20.00 + $15.00 Device Fee
* Jail Booking Video $20.00 + $15.00 Device Fee
* Dispatch Audio Recording $20.00 + $15.00 Device Fee

\*\*Storage Devices Include USB or DVD – No Device Fee if Delivered Via Email\*\*

**OTHER SPECIAL REQUESTED REPORTS REQUIRING**

**RESEARCH AND RETRIEVAL:** $33.00 per hour (1st hour free)

**ADDITIONAL 2.95% FEE FOR ALL CREDIT CARD TRANSACTIONS**

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| --- |
| **PAGES COST**  36 $16.50  37 $16.75  38 $17.00  39 $17.25  40 $17.50  41 $17.75  42 $18.00  43 $18.25  44 $18.50  45 $18.75  46 $19.00  47 $19.25  48 $19.50  49 $19.75  50 $20.00  51 $20.25  52 $20.50  53 $20.75  54 $21.00  55 $21.25  56 $21.50  57 $21.75  58 $22.00  59 $22.25  60 $22.50 |

**PAGES COST PAGES COST**

**1-10 $10** 61 $22.75

11 $10.25 62 $23.00

12 $10.50 63 $23.25

13 $10.75 64 $23.50

14 $11.00 65 $23.75

15 $11.25 66 $24.00

16 $11.50 67 $24.25

17 $11.75 68 $24.50

18 $12.00 69 $24.75

19 $12.25 70 $25.00

20 $12.50 71 $25.25

21 $12.75 72 $25.50

22 $13.00 73 $25.75

23 $13.25 74 $26.00

24 $13.50 75 $26.25

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29 $14.75 80 $27.50

30 $15.00 81 $27.75

31 $15.25 82 $28.00

32 $15.50 83 $28.25

33 $15.75 84 $28.50

34 $16.00 85 $28.75

35 $16.25 86 $29.00