

## Special Service Fees

Services Rendered	Charge
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Certified Copy Warrants	\$10.00
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Certified record check (background check)	\$18.00 For Up To One Hour Research Time
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Certified personal history sheet	\$18.00
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Certified jail release verification	\$18.00
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Certified county permit record check	\$5.00
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Processing fingerprinting (1 card)	\$15.00
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Fingerprinting (additional card) (same set of prints)	\$5.00
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Certified arrest ticket	\$10.00
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Process server processing fee	\$32.00 For Up To One Hour Processing Time
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### Other Certified Copies

First page	\$2.50
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per page - each additional page in same certification	\$ .25
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## Copy Charges

### Services Rendered

### Charge

**Standard-size (8 ½ x 11 or 8 ½ x 14)**

\$ .25 per page

### **Nonstandard-size paper copy**

Diskette

\$5.00 each

Magnetic tape

\$10.00 each

VHS video cassette

\$10.00 each

Audio cassette

\$5.00 each

Paper copy larger than standard

\$1.00 per page

Other Actual Cost

Actual Cost

Personnel Charge including remote document retrieved, research and copying. (No charge if less than 15 minutes. Thereafter, \$4.50 each quarter hour, including first quarter hour.)

\$18.00 per hour

### **Microfiche or microfilm charges**

Paper copy

\$ .25 per page

Fiche or film copy

\$15.00 per roll

### **Photographs**

Photographs (3"by 5")

\$5.00 per copy

Photographs (8"by 10")

\$10.00 per copy

### **Programming time charge**

A charge for programming time is made if the request requires a programmer to enter data in order to execute an existing program

\$40.00 per hour

### **Miscellaneous supplies**

Actual costs of supplies - labels, boxes, etc. necessary to produce the requested information and all postal and shipping charges necessary to transmit the information.

Actual Cost

### **Postage and shipping charge**

Actual Cost

### **Fax Charges**

*Local*

\$ .25 per page

*Long Distance*

\$1.00 per page