

**Section 7: POLICE RECORDS AND OTHER INFORMATION REQUESTS**

**A) Police Records and Other Information Requests**

- 1) Standard Size Pages include:
  - (1) 8.5" x 11" (Letter)
  - (2) 8.5" x 14" (Legal)
  - (3) 11" x 17"
- 2) Copies of Police Records and Other Information (per standard page) (plus sales tax) \$0.25
  - (a) Redaction Charge, when required by state law (per minute) \$0.50
  - (b) Searches and Retrievals (per minute) \$0.75
  - (c) The City may require and collect a 50% advance deposit of estimated research, redaction, retrieval and copy fees for any record requests that will take significant staff time and resources to complete.

**B) Crime Statistical Reports**

- 1) All Statistical Reports Generation (per minute) \$0.75
- 2) Printouts and Copies of Generated Statistical Reports (per standard page) (plus sales tax) \$0.25