



Public Record Fees

Duplication Fee of Record (One-sided)	\$.15 (Fifteen Cents)
Certification Fee of Record	\$1.00 (One Dollar)
Photographic Reproduction	cost of material / supplies for reproduction
BWC Video Requests	labor charge* / supplies
Fingerprinting Fees	\$10.00 (Ten Dollars)
Email Responses	research & review requiring over 15 minutes of staff time a labor charge* will be imposed

Explanation of Fees

*A labor charge will be imposed for extensive requests and research requiring more than 15 minutes of staff time, use of technology (i.e. BWC) and resources required to locate review for confidential information, or to remove confidential information and copy. The NSBPD public records custodian will inform the requesting party as to an estimate of the labor and copying charges for extensive requests and confirm the continued desire to obtain prior to completing this work. Such charges will be the product of the employee's total hourly compensation cost (including benefits), multiplied by the actual hours worked to accommodate the request, measured in the tenths of an hour. In the event the estimated cost of the records to be produced is more than \$50.00, NSBPD shall require an advance deposit of the estimated cost.

A receipt for payment of costs associated with public records shall be given to the requestor upon payment of applicable fee.

Thank you, NSBPD Records

06/11/2019