

APPENDIX 5-O – CRIMINAL JUSTICE RECORDS RETRIEVAL

<i>Item</i>	<i>Cost</i>	<i>Information</i>
Search and Retrieval Fee	\$3.00*	*If under 10 minutes
Redaction/Extended Research/ Retrieval	\$20.00 per hour	Cumulative staff time to retrieve, redact, reproduce records in compliance with CCJRA.
Copies	\$0.25 per page (first 2 pages free)	Black and white printed copy (per standard 8½" x 11" page). Victims of crimes have a right to receive the complete police report(s) but are subject to fees for any additional copies of the police report(s). This does not include evidence, body worn camera footage, and 911 recordings. All parties are subject to fees for these items.
Copies from Archived Medium	\$1.00 per page	No charge to victims
Location Search	\$7.50 per 15 minutes of search time	Per location searched
Clearance Letters/Records Checks	\$10.00	Per letter. Add \$0.50 if mailed
Notary or Authentication Fee	Free	Appointment is required
Postage and Packaging	\$4.00	Plus .25 per page (first 2 pages free)
Broad Statistical Request	\$13.00 per 15 minutes	Per request requiring programming for completion
E911/Dispatch Recordings	\$45.00 + \$45.00 per subsequent hour	Per recording. Recordings are released on CD-Rom
Fax Fee	\$1.00 per page	Fee includes any long-distance fees incurred

Evidence Fees

Item	Cost
Evidence viewing	\$30.00 per hour, 1 hour minimum (free by order of the court)
Copies of evidence photos, CD/DVD, media	\$30.00 per hour, 1 hour minimum, plus media equipment and supply costs (outside of Discovery Process and subject to CORA and CCRJA)
Body Worn Camera or Evidentiary video retrieval	\$60.00 per hour, 1 hour minimum, plus cost of media equipment (outside of Discovery Process and subject to CORA and CCRJA)
Body Worn Camera or Evidentiary video redaction	\$60.00 per hour, 1 hour minimum

(Weld County Code Ordinance 2022-06)