



PALM BEACH COUNTY SHERIFF'S OFFICE

Public Records Request Price Sheet

*Please Note PBSO will charge a special service charge per half hour for any request where the nature or volume of public records requested to be inspected or copied is such as to require extensive use of information technology resources or extensive clerical or supervisory assistance by personnel of the agency involved, or both pursuant to Florida State Statute 119.07(4)(d)

	Price
Large Volume Request- Any Records request regardless of format, that requires processing of over 6 pages and/or over 30 minutes to compile and review the records will be charged either a paper cost and/or an hourly rate for the work.	
*Rate of Central Records Personnel (per hour)	\$24.47
*Rate of specific agency personnel-	
Reports/Paper Copies- To Include Accident/Crash reports, VHI Offense, Information (Zulu), Booking Data, Grid Search's and/or Maintenance Logs.	
Up to 8.5x14 sized pages after the first 6 pages (one sided copy)	0.15/ page
Up to 8.5x14 sized pages after the first 6 pages (2 sided copy)	0.20/page
CD & DVDs - records provided on these mediums, to Include DUI, In-Car Video and videos duplicated from evidence.	
CD	\$0.39
DVD	\$0.42
Dual Layer DVD	\$1.41
*Rate of Central Records Personnel (per hour) to review and set up	\$24.47
Inspection of Public Records- Service fee for the inspection of Public Records is based on the amount of time taken to compile and review the records and the time for personnel to safeguard the records during the inspection	
*Rate of Central Records Personnel (per hour)	\$24.47
*Rate of specific agency personnel-	
Communications tapes (911, Non-Emergency Phone calls and Radio Recordings)	
CD	\$0.39
DVD	\$0.42
Dual Layer DVD (8.5 gb of audio or more)	\$1.41
*Rate of 911 custodian (per hour) to review and set up	\$24.47
Photo Lab CD and DVD (password protected CD with images)	
Discovery Grade CD	\$0.80
Discovery Grade DVD	\$0.99
Dual-Layered DVD	\$1.41
*Rate of Photo Lab Technician (per hour) to review and set up	\$27.27
Photo Lab Pictures/Prints	
8x10 (Kodak Paper)	\$0.32
4x6 (Kodak Paper)	\$0.16
Contact Sheets (Kodak Paper)	\$0.35
*Rate of Photo Lab Technician (per hour) to review and set up	\$27.27
Fees for Services provided by Central Records	
Background Checks and Letter of Clearance	\$3.00
Certified Copy	\$1.00
Fingerprints	
Live-Scan Concealed Firearm Permit Prints	\$5.00

Live-Scan Fingerprint Cards	\$10.00
Live-Scan Photo Submissions	\$15.00

Make Checks Payable To:

Palm Beach County Sheriff's Office • Central Records • 3228 Gun Club Road • West Palm Beach, FL 33406