



FEES FOR INSPECTING AND COPYING PUBLIC RECORDS

The Palm Beach County Sheriff's Office will charge a special service charge 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, or both pursuant to section 119.07(4)(d), Florida Statutes. PBSO assesses a special service charge when the time involved to produce requested public records or to safeguard the records during inspection exceeds **15 minutes**. A deposit may be required prior to processing certain extensive requests. Pursuant to Florida Statutes, records will be redacted to remove confidential or exempt information.



PERSONNEL

HOURLY RATE

First 15 minutes free

Records Specialist	\$36.61
Digital Media Technician	\$39.99



PAPER COPIES

PER PAGE

First 10 pages free, up to 8.5" x 14"

One-sided	\$0.15
Two-sided	\$0.20



DISCS

PER DISC

Digital video, audio, photos, etc.

CD	\$0.21
DVD	\$0.29



PHOTOS

PER PHOTO

On photo paper

8" x 10"	\$0.32
4" x 6"	\$0.16
Contact Sheet	\$0.35



SERVICES

PER ITEM

Background Checks and Letters of Clearance	\$5.00
Certified Copy	\$1.00

MAKE CHECKS PAYABLE TO PALM BEACH COUNTY SHERIFF'S OFFICE