3-09/090.45 - Collection of Fees for Sale of Reports or Documents

Fees shall be collected for each report copy sold, according to current charges determined and available through Fiscal Administration and a Department of Sheriff receipt (76M474C) issued. This fee is compensation for the time involved in searching for reports and in redacting restricted information. This fee shall apply even if the purchaser brings in his own paper and copying machine.

The miscellaneous fees money collected shall be handled in accordance with the safeguard policy of the Department, as outlined in the Fiscal chapter.

Law enforcement officers, as listed under section 3-09/090.15, may obtain full and complete copies of this Department's official reports at no charge when such reports are required for official business, or as deemed appropriate by the RIB Records Manager.