



City of Chehalis Police Department



Randy T. Kaut, Chief

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FEE SCHEDULE – POLICE RECORDS

EFFECTIVE 04/22/2024

TYPE OF RECORD	REQUESTER	FEE
Police Records	Victims involved in an incident	No Fee
Police Records – Vehicle Collisions	Drivers, Passengers, and Victims of Vehicle Collisions	No Fee
All Police Records – Uploading and/or Transmission of Records	Requester other than victim	\$0.10 per gigabyte (New Fee)
All Police Records – Inspection of Records	Any	No fee
Photocopies	Requester other than victim	\$0.15 per page
Scanning of Documents	Requester other than victim	\$0.10 per page
Outside Copying Costs	Requester other than victim	Actual Cost
Digital Storage Media – CD’s, Thumb Drives, Containers, Envelopes, etc.	Requester other than victim	Actual Cost
Postage/Delivery	Requester other than victim	Actual Cost
Customized Access for IT Expertise	Requester other than victim	Actual cost
Electronic Delivery (Email) Fee	Requester other than victim	\$0.05 per four (4) files (New Fee)
Body Worn Camera (BWC) Video	Requester other than person directly involved or involved person’s legal counsel (see attachment)	\$0.78 per minute of staff time (New Fee)
Body Worn Camera Video - Deposit	Requests exceeding \$25.00	Deposit not to exceed 10% of estimated costs

**** Fees totaling less than \$2.00 may be waived. ****