

SCHEDULE A
SCHEDULE OF COPYING CHARGES AND MISCELLANEOUS FEES
 (§24-72-205 C.R.S.)

Pursuant to §24-72-205 C.R.S. all regular fees apply and should be collected at time of document distribution, including Routine Records.

<u>Certification of Document :</u>	Each copy This applies to: Requests from citizens/agencies for certified true copies of City documents; Requests for notarial certification of true copies of personal documents	\$5.00 for staff time
<u>Certification of Transcript:</u>	City Clerk review required.	\$5.00 plus \$1.00 per page for staff time
<u>Copies of Documents:</u>	Per 8½" X 11" page; 8½" X 15" page; or Per 11" X 17" page Larger Land Use sized documents equal in size to 6 or 8 regular sheets of paper Documents requiring outside printing will be assessed the actual cost to the City	\$.25 per standard page \$2.00 per page
<u>Other Requests and Documents</u>		Actual cost to the City to obtain or reproduce
<u>Staff Time:</u>	Staff time spent responding to a record request, including research, gathering, retrieving, or redacting data will be assessed for the records request. The first hour is not charged. After the first hour, the staff time will be charged in quarter hour increments. A time log outlining staff time spent responding to the request shall be provided.	\$30 per hour with any copy charges as assessed as an additional fee.