

RESOLUTION NO. 2354

**A RESOLUTION ADOPTING A PUBLIC RECORD FEE SCHEDULE**

WHEREAS, under the terms of Wyoming Statute Section 16-4-204, the City may charge reasonable fees and charges for copies, printouts or photographs of public records; and

WHEREAS, the City has prepared a Schedule of Fees for copying and printing public records.

IT IS RESOLVED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING:

The City of Gillette Public Record Fee Schedule for copying and printing public records, is adopted to read as follows:

**City of Gillette Public Record Fee Schedule**

Information is available to the public via the City's Web Page @ <https://gillettewy.gov>

<b>Service</b>	<b>Fee</b>
Brochures, handouts, newsletters (items designed for mass distribution)	No charge

*(Note: Additional Fees May Apply to Each Request)*

**Authorization:**

Notary	No charge
Attest Seal (certified copy)	\$5

**Digital Transmission:**

Fax Transmission	\$1/First page \$.25/page after
E-Mail	No charge

**Electronic:**

Cassette	\$5/Cassette
CD/DVD	\$5/CD or DVD
VHS	\$5/VHS

**Gillette Public Access (GPA) DVDs:**

Athletic events	Call 686-5745
Copying for customer (disc must not be copyrighted):	
1-10	\$10/DVD
11-24	\$6/DVD
25 or more	\$4/DVD
Copying for customer for an event that was filmed by GPA:	
1-10	\$20/DVD
11-24	\$12/DVD
25 or more	\$6/DVD
Copying CCHS graduation	\$12/DVD

**Maps:**

Building Plans	\$2/Sq. ft.
Record Drawings and Plats (24x36)	\$12/Sheet
Reproduction of Digital Maps	\$2/Sq. ft.

**Photocopies or Printing (letter/legal/11x17):**

Black/White	\$1/First page \$.25/page after
Color	\$2/Page
Photos Color(1-4 photos/page)	\$2/Page

**Postage & Shipping:**

Actual cost

**Other:**

Case Files	\$1/First page \$.25/page after
Contact Sheets	\$2/Person
Crash Reports	\$3/Each
Fingerprints	\$5/Person
Microfiche Prints	\$1/First page \$.25/page after
Microfilmed Prints	\$1/First page \$.25/page after
Reports/Studies/Analyses	\$5/Copy or cost to produce