



Records Division
2221 South Timberline Road
PO Box 580
Fort Collins, CO 80522
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fcgov.com

FORT COLLINS POLICE SERVICES Fee for Criminal Justice Records

1. Police Case Reports - (cost includes: search, retrieval, redaction and copy):
Minimum of \$10 per ¼ hour or \$40 per hour.
2. Background searches (cost includes: search, retrieval, redaction and copy):
Minimum of \$10 per ¼ hour or \$40 per hour.
3. Location searches (cost includes: search, retrieval, redaction and copy):
Minimum of \$10 per ¼ hour or \$40 per hour.
4. Calls for service (CAD), other records (cost includes: search, retrieval, redaction and copy):
Minimum of \$10 per ¼ hour or \$40 per hour.
5. 911/dispatch audio recordings, digital media (video, audio, photos, CD/DVD), (cost includes: search, retrieval, redaction and copy):
Minimum of \$10 per ¼ hour or \$40 per hour.
6. Printed copy of report per page **\$.25 per page (in addition to cost of report)**
7. Certified Copies **\$5.00 (in addition to cost of report)**
8. Special Searches - requiring the creation of a new record, processing of existing data or expertise of computer systems personnel.
Minimum of \$10 per ¼ hour or \$40 per hour.
9. VIN Verifications **\$10 per vehicle**
10. Digital media storage device (USB, CD/DVD, external hard drive).
Prices start at \$5 and are dependent on the size of the device.

NOTE: A non-refundable deposit is required at the time of the request based on an estimation of copy cost and time required.