

**City of Bellevue - Public Records Fee Schedule**



**City Clerk's Office**

Records Management

[City Code 2.26.040](#)

There is no charge for any request totaling less than \$4.00 in copying or reproduction charge.

Production of records for some requests may require a deposit of up to ten percent of the estimated cost of copies or services listed below.

**Standard Copies of Physical Records**

Size	Fee
8.5 x 11	\$0.15 per printed page
8.5 x 14	\$0.15 per printed page
11 x 17	\$0.50 per printed page
Large Format Plans and Maps	\$3.50                      Copies produced in-house
	Vendor Invoice*            Outsourced (recommended for more than 5 copies)
Color Copies	Vendor Invoice*

**Duplicates of Records in Alternate Media Formats**

Format	Fee
2 GB USB (Thumb) Drive	\$5.00 per drive
CD or DVD (under 2 GB)	Item cost
Audio or Video Tapes	Vendor Invoice
Color Photos	Vendor Invoice
Requests requiring the purchase of electronic storage, other technology or hiring of outside vendor	Actual cost

**GIS Products**

Product	Fee
Standard Data CD	\$40.00
Custom Data CD	\$40.00 min. first ½ hr, \$37.50 ea add'l ½ hr
Standard Map	Up to 11 x 17 \$8.00
	Larger than 11 x 17 \$20.00
Custom Map	\$40.00 min. first ½ hr, \$37.50 ea add'l ½ hr
Media & Materials	\$1.50 / linear ft.

**Police Records**

Please see the Police Records Fee Schedule:  
[http://www.ci.bellevue.wa.us/pdf/Police/Fee\\_Schedule\(3\).pdf](http://www.ci.bellevue.wa.us/pdf/Police/Fee_Schedule(3).pdf)

NOTE: All duplication is on COB or vendor provided media only

Shipping and handling may apply

Fees last updated 01/27/2016

**\* Approximate outsourced vendor costs:**

8.5 x 11 = \$0.39 / page (Single Sided, Color)

8.5 x 11 = \$0.49 / page (Double Sided, Color)

11 x 17 = \$0.59 (Single or Double Sided, Color)

Large Format Plans = \$1.00 / page

(approximate)