

# Grand Junction Police Department Open Records Fee Schedule

Revised August 2025

Any request estimated to be in excess of 50 pages requires a 50% deposit before the work begins. Deposits will be applied to final charges. Multiple related requests may be combined for purposes of calculating the time and production costs.

Single Case Reports (criminal or non-criminal)	\$5.00 For up to 10 pages
Case Reports (more than 10 Pages)	\$41.37 per hour
Traffic Accidents	\$3.00

**First copy free for victims of a criminal case.**

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Background Checks	\$5.00 per name
Video / audio request, including Body Worn Camera	\$41.37 per hour. NOTE: video cost is estimated at 1 to 3 ratio, meaning 1 hour of media will take 3 hours of time.
Records from Microfilm	\$41.37 per hour. 50% deposit required on estimated cost before work begins.
Media Production Fee	\$10.00 per physical item.
VIN Inspections (non-certified)	\$5.00 on site \$10.00 off site (payment due in advance)
Bicycle Registration	Free
Golf Cart License	\$10.00 (3 years)
False Security Alarms	\$15.00 each after 4 free annually, unless twice in 30-day period
Business Licenses (Licenses required annually for calendar year.)	Secondhand Dealer \$25 fee / \$1,000 surety bond annually  Pawn Shop Broker \$200 fee / \$2,000 surety bond annually

## NOTICE TO THE PUBLIC

All fees charged for release of criminal records of the Grand Junction Police Department are pursuant to C.R.S. §24-72-306.

All criminal justice records, at the discretion of the official custodian, may be open for inspection by any person at reasonable times, except as otherwise provided by law, and the official custodian of any such records may make such rules and regulations with reference to the inspection of such records as are reasonably necessary for the protection of such records and the prevention of unnecessary interference with the regular discharge of the duties of the custodian or his office per C.R.S. §24-72-304.

Criminal justice records are released only after the Citizen Advisement form has been acknowledged per C.R.S. §24-72-305.5.

The accuracy of any records, reports or documents provided in response to this request from other agencies outside of the Grand Junction Police are not guaranteed for accuracy of completeness, or subject to the rules as stated C.R.S. §24-72-307.

**SEARCH & REDACTION / QUERY** – Records Management staff will provide the requestor with an estimated cost for search, review, and redaction on requests subject to an hourly cost. A deposit of 50% of this estimate is required before work will begin. This deposit will be applied to the final charges, but charges for time spent searching for records that produce no documents is non-refundable. Final costs will be determined by actual time spent to search, review, and redact records. There is no per-page fee or cost to produce records electronically.

**VIN INSPECTIONS**—Offsite fees are due in advance, and receipt must be presented at time of inspection. NOTE: **The GJPD does not perform certified VIN inspections.**

**Digital or Analog Media**—Rates are calculated and based on staff time, not time to record media itself. Cost estimates are based on a 1-to-3 ratio, meaning 1 hour of audio or video will take 3 hours of staff time to search, review, and redact.

**FALSE SECURITY ALARMS BILLING**—Billing completed by City Finance on a monthly basis. Inquiries on alarms billed may be directed to Police Records 970-549-5009.

**MULTIPLE REQUESTS**—Requests by the same person or entity regarding the same topic that are made within the same six (6) month period will be treated as part of the original request for purposes of allocating fees and costs of production.

Receipts will be provided on all transactions.