

Dane County Sheriff's Office Public Records Request Fee Schedule

Hard Copies	Includes paper records provided by: <ul style="list-style-type: none"> • Copying a paper record • Printing an electronic record 	\$ 0.25 per page No charge for requests under \$5.00																								
Electronic Copies: electronic records provided by: email, flash drive, external hard drive or any other electronic format	<p>Paper to Digital: scanning paper documents and saving them into digital format for electronic distribution</p> <p>Digital to Digital:</p> <p>Digital to Physical: copying records already in digital format onto physical medium for distribution</p>	<p>No fee</p> <p>No fee</p> <p>DVD/CD \$0.20 each</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Flash drives</td> <td style="width: 50%;">External Hard drives</td> </tr> <tr> <td>32GB \$8.99 each</td> <td>1TB \$75 each</td> </tr> <tr> <td>64GB \$25.86 each</td> <td>2TB \$100 each</td> </tr> <tr> <td>128GB \$28.38 each</td> <td>4TB \$145 each</td> </tr> </table>	Flash drives	External Hard drives	32GB \$8.99 each	1TB \$75 each	64GB \$25.86 each	2TB \$100 each	128GB \$28.38 each	4TB \$145 each																
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Body Worn Camera & Video Requests	<p>If your request qualifies for a fee, you will be charged \$32.80 per hour, in accordance with Wis. Stat. § 19.35(3)(h)2. Fees cover staff time to locate, review, redact, and prepare the footage for release.</p> <p>Estimated redaction time: 30 minutes of work for every 20 minutes of video.</p>	<p>Estimated Cost Table:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;">Video Length</th> <th style="text-align: left;">Video Redaction Time</th> <th style="text-align: left;">Estimated Cost</th> </tr> </thead> <tbody> <tr> <td>Up to 20 min</td> <td>30 minutes</td> <td>\$16.40</td> </tr> <tr> <td>40 min</td> <td>1 hour</td> <td>\$32.80</td> </tr> <tr> <td>1 hour</td> <td>1.5 hours</td> <td>\$49.20</td> </tr> <tr> <td>2 hours</td> <td>3 hours</td> <td>\$98.40</td> </tr> <tr> <td>3 hours</td> <td>4.5 hours</td> <td>\$147.60</td> </tr> <tr> <td>4 hours</td> <td>6 hours</td> <td>\$196.80</td> </tr> <tr> <td>5 hours</td> <td>7.5 hours</td> <td>\$246.00</td> </tr> </tbody> </table> <p>*Actual processing times may vary as each request is handled on a case-by-case basis. Cost Table above is meant to reflect transparency for the fees associated with bodycam requests.</p>	Video Length	Video Redaction Time	Estimated Cost	Up to 20 min	30 minutes	\$16.40	40 min	1 hour	\$32.80	1 hour	1.5 hours	\$49.20	2 hours	3 hours	\$98.40	3 hours	4.5 hours	\$147.60	4 hours	6 hours	\$196.80	5 hours	7.5 hours	\$246.00
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Location Fees	Only imposed if the cost of location alone is \$50 or greater. Includes searching for and identifying responsive records	\$ 32.80 per hour of staff time (minimum possible hourly rate)																								

*Prepayment may be required if the total fee exceeds \$50.00

*Postage fees may be added when records are mailed

*In certain instances, specialized skills or equipment, technology limitations, or other considerations may result in additional costs