Superior Court of California

COUNTY OF SANTA CRUZ

Justice with Dignity and Respect

M E M O R A N D U M

Date: June 17, 2021

Subject: **Notice of Government Code Section 70633(b)**
Authorization to Charge for Copy and Certification Fees

In accordance with the court's notice of change in court policy dated January 8, 2015 and titled **Notice of Government Code Section 70633(b) Authorization to Charge for Copy and Certification Fees**, the court began charging government agencies copy and certification fees for criminal court records on July 1, 2015. In addition, the court requires each agency to ***pay in advance*** for the records. The notice includes copy and certification fees for 2015, current fees and payment options are as follows:

Fees:
Copy Fees - $.50 per printed page, pursuant to Government Code Section 70627(a)
Certification Fees - $40.00 per document, pursuant to Government Code Section 70626(a)(4)
Criminal Standard Packet (Complaint, Plea & Disposition) - $47 for the packet, includes certification, copies and mailing
The court accepts cash, check, credit card, or money order. Requests received without payment will be invoiced and held 30 days for payment.

Requests:
Agencies may email, mail, or make requests in person using the court's *Research Copy Request Form.* The form can be found on the Court's website at www.santacruzcourt.org

Santa Cruz Superior Court
Attn: Criminal Records Division
701 Ocean Street Room 120
Santa Cruz, CA 95060
Email: CriminalRecords.Information@santacruzcourt.org

Please contact the Court at the above address if you have any questions.