

First Judicial District of Pennsylvania

Philadelphia Rule of Judicial Administration No. *404 Philadelphia Municipal Court Traffic Division Public Access Policy¹

PUBLIC ACCESS FEE SCHEDULE

Effective January 6, 2018

- 1) **Copies of Case Records.** Unless otherwise provided by applicable authority, \$0.25 shall be charged per page for Case Records of the Philadelphia Municipal Court Traffic Division, whether provided in a paper or electronic format, whether duplicated by photocopying or printing from electronic media.
- 2) **Historical Data File.** The sum of \$3,000 will be charged for a file consisting of agreed upon electronic data-fields spanning a five (5) year period, for each report type requested from the Municipal Court Traffic Division.
- 3) **Recurring Reports.** Recurring monthly reports are available at the cost of \$300 per month. A list of the available recurring (standard) reports may be posted on the website of the First Judicial District.
- 4) **Weekly Reports.** Recurring Reports which are provided on a monthly basis can also be provided on a weekly basis for an additional fee of \$85 per week.
- 5) **Daily Reports.** Recurring Reports which are provided on a monthly basis can also be provided on a daily basis for an additional fee of \$85 per day.
- 6) **Ad Hoc, Non-Recurring, Requests.** Will be provided at a cost based on a standard programming fee of @\$85 per hour, plus \$300 per report.
- 7) **Record requested on media such as CD, DVD or other memory devices are subject to a minimum fee of \$5 or actual cost. Postage will be added, at actual cost, if delivery is requested by U.S. mail or other expedited delivery.**

¹ The Case Management System of the Philadelphia Municipal Court Traffic Division is maintained by a third-party provider. The cost for requested data may be higher depending on the amount the third-party provider will charge the Traffic Division for producing the requested report. An estimate will be provided to the Requester for approval and pre-payment before the requested report is produced.