

Superior Court of California

COUNTY OF SANTA CRUZ
Justice With Dignity and Respect

Alex Calvo
Court Executive Officer



701 Ocean Street, Room 101c
Santa Cruz, CA 95060
Phone: (831) 420-2200
Fax: (831) 420-2260

January 8, 2015

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

Historically, it has been the Court's policy to waive the costs of copy and certification fees for criminal court records when requests were from government agencies. Recently, due to the ongoing impacts of budget reductions, the Court has determined that it will no longer provide copies and certifications of criminal records at no charge to government agencies. Government Code Section 70633(b) provides statutory authority for courts to charge government agencies for certifications and copies of all criminal records. A number of courts, like Santa Cruz, have implemented new policies in accordance with this Government Code section.

Effective July 1, 2015, please be advised that the Court will charge copy and certification fees for criminal court records to government agencies making such requests. In addition, the Court will require each agency to pay in advance for the records.

Fees are as follows:

Copy Fees - \$.50 per printed page, pursuant to Government Code Section 70627(a)
Certification Fees - \$25.00 per document, pursuant to Government Code Section 70626(a)(4). Agencies may apply to establish drawdown payment accounts if unable to pay with cash, check, or money order. Email completed application to accounting@santacruzcourt.org

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.info@santacruzcourt.org

Thank you for your attention to this information and please contact the Court at the above address if you have questions.

Sincerely,
Alex Calvo,
Court Executive Officer