



City of Hollywood, Florida

RECORDS AND ARCHIVES CENTER

2600 HOLLYWOOD BLVD., P. O. BOX 229045
 HOLLYWOOD, FLORIDA 33022-9045
 (954)921-3585 FAX (954)921-3417

RECORDS AND INFORMATION REQUEST FORM

FIRST NAME	LAST NAME	TELEPHONE/PAGER/FAX	DATE
ADDRESS	CITY	STATE	ZIP + 4

PROCEDURES FOR REQUESTING RECORDS

Duplication of Records. The City shall collect the actual cost for reproducing records consistent with Chapter 119, Florida Statutes.

Reproduction Fees. A schedule of fees for duplication of public records has been established and published for your convenience. Basic fees are as follows:
 1 sided (letter) = \$.15 per sheet 2 sided (letter) = \$.20 per sheet
 Certified Copies = \$1.00 per sheet Microfilm Copies = \$.25 per sheet
 Scanned Images = \$2.40 per sheet Electronic = \$29.00 per hour average

Request For:

Microfilm #	Reel #	Index	Received Date	Completed Date

	<u>Fees</u>	
Payment of \$	Research Time	hours
	Microfilm Copies	@ \$0.25 ea.
Date	Photocopies	@ \$0.15 ea.
	Other:	
Received by	Total:	