



**COMMUNITY DEVELOPMENT DEPARTMENT
BUILDING SAFETY DIVISION
COPY FEE SCHEDULE**

The following applies to **all** public records requests submitted to the Building Safety Division:

1. For **Commercial** Public Records Request, a \$37.00 non-refundable fee is required at the time of request.
2. After receipt of your request, you will be notified when the records are available for review or pick-up (5-10 business days). Payment for copies is due at the time of pick up.
3. We accept cash, check, and credit cards (MasterCard, Visa, American Express and Discover). If paying by check, please make the check payable to the City of Tempe.

Fees are as follows:

- | | |
|---|-----------------|
| • Copies of Records in 8 ½ x 11 | \$0.25 per page |
| • Copies of Records in 11 x 17 | \$0.50 per page |
| • Plan Sets | Varies |
| • Digitized/Electronic plans (if available) | \$25.00/CD |