



Public Employees' Benefits Program

3427 Goni Road, Suite 109

Carson City, NV 89706

<https://pebp.state.nv.us>

Email: memberservices@peb.nv.gov

Phone: 775-684-7000 or 1-702-486-3100

FEE SCHEDULE FOR PUBLIC RECORDS REQUEST

1. No fees will be assessed until total costs reach at least \$10.00. The first half hour of staff time is waived. More than one-half hour is considered an extraordinary use of staff time. The charge for extraordinary use of staff time is the lesser of rate x time, or 50 cents per page.
2. If estimated staff time exceeds four (4) hours, outside vendors/contractors may be utilized. The requestor is responsible for those costs which are due and payable before research will commence or records produced. Estimates of costs will be provided in advance if it is projected to exceed \$25.00.
3. Staff time (for processing, researching, copying, legal review, and technical review)
 - a. \$20 per hour per staff member (Grades 10-19)
 - b. \$30 per hour per staff member (Grades 20-29)
 - c. \$40 per hour per staff member (Grades 30-39)
 - d. \$50 per hour per staff member (Grades 40+)
4. Publications: Fees will be assessed as required.
5. Copying fees:
 - a. Black and White—8-1/2" x 11": \$0.03 per page
 - b. Black and White—8-1/2" x 14": \$0.06 per page
 - c. Color—up to 8-1/2" x 14": \$0.10 per page
 - d. Digital copy: \$10.00 per copy
 - e. Certified True Copies: \$5.00 per page
6. Postage: All shipping will be USPS Parcel Post unless otherwise requested. Costs will be reimbursed by the requestor.
7. Payment in the form of check or money order payable to:
"Public Employees' Benefits Program Custodian of Records"
Payment of fees in full is required before records will be made available.
8. For further information regarding fees, contact the Public Employees' Benefits Program Custodian of Records:

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