

**California Rules of Court, Rule 10.500**  
**Public Access to Judicial Administrative Records**  
**Fee Guidelines**

- (a) For purposes of rule 10.500(e)(4), the direct costs of equipment, supplies, and staff time required to duplicate or produce the requested record are established as follows:
  - (i) Paper duplication of any record on 8 1/2-by-11-inch or 8 1/2-by-14-inch paper, including transfer of a record in electronic format to paper of these sizes if required for the response—10 cents per page; and
  - (ii) Production of a record in electronic format, or paper duplication of any record on paper sizes other than as described in rule 10.500(i)—actual direct costs incurred by the judicial branch entity.
  
- (b) In lieu of the costs established in (a), a judicial branch entity may establish its own direct costs of equipment, supplies, and staff time required to duplicate or produce the requested record under rule 10.500 if it determines that a different amount represents its direct costs for these items and then posts the proposed fee for these costs for public comment for a minimum of four weeks. On completion of the notice and comment period, the costs established by the judicial branch entity under this procedure will be effective following notice to the Judicial Council of the costs established.