



Nevada Department of Transportation Records Management

Public Records Fees

Pursuant to NRS 239, there may be charges associated with requests for Public Records.

The NDOT fee schedule is as follows:

- No fees will be charged until the total cost of the public records request exceeds \$25. Ordinary staff time to comply with a public records request will not be charged.
- If the request is deemed Extraordinary, fees will be calculated based on actual labor costs, up to \$0.50 per page copied or placed on electronic media, in addition to the copying costs listed below.
- No fees will be charged for the inspection of existing records, unless the request is for inspection of records that would require extraordinary use of personnel or technological resources.
- Copying costs will be billed as follows:
 - Black and white copies, up to 8.5" x 14" \$ 0.03 /page
 - Color copies, up to 8.5" x 14" \$ 0.08 /page
 - Black and white copies, 11" x 17" \$ 0.05 /page
 - Color copies, 11" x 17" \$ 0.09 /page
 - Electronic media - FTP site download no charge
 - Electronic media - DVD (up to 4 GB of data) \$ 0.93 /disc
 - Electronic media - 8 GB flash drive \$ 6.83 /drive
 - Electronic media - 16 GB flash drive \$ 10.94 /drive
 - Electronic media - 32 GB flash drive \$ 21.15 /drive
 - Certified True copies \$ 3.22 /page
 - The requestor is responsible for actual postage costs.
- All payments must be made by check or money order, payable to Nevada Department of Transportation.

Extraordinary Requests

Requests deemed Extraordinary by NDOT are those requests that require more than four (4) hours of staff time to fulfill.

Public Records Contact Information

Nevada Department of Transportation
NDOT Records Management
1263 South Stewart Street
Carson City, NV 89712
Phone: 775-888-7437
Email: PublicRecordsRequests@dot.state.nv.us