

## Duplication Costs

### Resources:

- Requests for duplication of CD, Video, Audio, and transcript copies shall be in accordance with [CJA Rule 4-201](#), [CJA Rule 4-202.08](#) and [78A-2-409](#).
- Costs are assessed as outlined in the Civil Filing Fee Chart, see Section 02 Receipting, 02-10 Revenue Classifications – [02-10.01 Civil Fees](#).
- See [09-01 Court Reporters](#) for process to request an official transcript

### Purpose:

The Purpose of this section is to document the accounting policies and procedures for the collection of costs of the duplication of CD, Video, Audio and transcript copies.

### Procedure:

1. Payment for audio, video, CD and copies are receipted to miscellaneous payment.
  - a. Audio tape \$10 each
  - b. Video tape \$15 each
  - c. Electronic Storage Medium \$15
  - d. Transcript copies at .25 per page.
2. If a tape/CD is bad, refer to Section 02 Receipting, [02-15 Refunds](#).