

Effective, September 15, 2025 our prices will change. Below is the new approved cost fee schedule.

Dallas Municipal Court Common Law & Rule 12 Records Request Charge Schedule

The following is a summary of the charges for copies of public information that have been adopted by the attorney general.

Standard Paper Copy \$0.10 per page

Oversize Paper Copy \$0.50 per page

Certified Case File Records \$8.00 for 1st page and \$1.00 per page after

Certified Case Record History Report \$6.00

Certified Memo of No Records \$6.00

Certified Copies of Order of Expunction to Agencies \$13.00 per copy per agency

Rewritable CD \$1.00

Non-rewritable DVD-R \$3.00

USB or other electronic Media Actual Cost

Labor Charge:

For programming \$35.62 per hour

For locating, compiling, and reproducing \$18.75 per hour

Remote document retrieval charge \$15.00 per hour

Overhead charge 20% of labor charge

Miscellaneous supplies Actual Cost

Postage and Shipping charge Actual Cost

Other costs Actual Cost

Outsourced/ Contracted Services Actual Cost for the copy May not include development costs