

GEN 2 | CHARGES FOR ABSTRACT ETC. OF POLICE REPORTS

Charges for Police reports etc. are reviewed annually by Force Finance Officers and ratified by the Finance Management Business Area.

Due to the high number of bad debts previously being incurred for non-payment of the above charges **NO** abstract, precognition (Civil Cases) photographs etc. will be provided unless the appropriate fee is paid **AT THE SAME TIME** as the request. **NO ACCOUNTS** will be issued. If the fee is not included at the time of the request, a letter is to be sent requesting the payment of the fee and advising that the abstract etc, will be supplied on receipt.

The following table details those charges applicable from 1 September 2011.

i.	Accident reports – all information, including copies of all statements and a copy of sketch		£140.65
ii.	Minor accident reports		£86.05
iii.	Copies of statements – where copy of accident report is not required:		
	1.	One statement	£86.05
	2.	Two or more, relating to the same accident report irrespective of maximum number	£117.75
iv.	Copy of sketch – when supplied separately		£86.05
v.	Abortive search – for items i. and ii. above		£86.05
vi.	Interview – after copy of accident report has been supplied i.e. Precognition Fee		£140.65
vii.	Supply of photographs – each photograph		
	1.	Colour	£6.25
	2.	Black & White	£4.69
	3.	CD: per disk	£19.00
viii.	Limited particulars on oral or written request (names, addresses, insurance companies, date of accident, place of accident)		No charge
ix.	Cancellation charges		
	1.	If request is cancelled before search is made	Refund the whole fee
	2.	If the search has been made before request is cancelled	£86.05
	3.	If the search has been made and all documents are ready for dispatch	£86.05
x.	Supply of videos	Half hour	£65.10
		One hour	£93.75
		Three hours	£203.20
xi.	Supply of plans		As appropriate depending on the equipment and service provided
xii.	Supply of information about thefts, house breakings and occurrences		£86.05
xiii.	Crash Investigator Accident Report		£404.80

The above charges are effective from 1 September 2011.

In the case of ix. 3 above, the documents should continue to be despatched despite cancellation with a short covering note.

VAT is NOT to be added to the above charges.