



CJIS Information Letter

January 3, 2012

Notification of Revised Fee Schedule for Fingerprint-based Criminal History Record Information Checks

In July 2011, the Criminal Justice Information Services (CJIS) Division announced the anticipation of an adjustment to the current fee schedule. This adjustment was publicized on December 20, 2011, via a Notice in the *Federal Register*. The revised rates will become effective March 19, 2012. The purpose of this letter is to provide details of the fee change.

WHY THE CJIS DIVISION IS REVISING THE USER FEES

The user fee structure for fingerprint-based and name-based Criminal History Record Information (CHRI) checks was last adjusted in 2007. Pursuant to Title 28, *Code of Federal Regulations*, Part 20.31, the Director of the FBI shall review the amount of the fee periodically. The FBI conducted an analysis to determine the cost associated with providing fingerprint-based and name-based CHRI checks based on the criteria in the Office of Management and Budget Circular A-25, User Charges. To help accomplish this analysis, the FBI contracted with an independent consulting firm. The results of this analysis are the basis for the revised user fees.

CHANGES TO THE FEE SCHEDULE

For all users, the only change will be a reduction in the fingerprint-based CHRI rates. Name-based CHRI rates remain unchanged.