

KPD FEE SCHEDULE

EFFECTIVE AUGUST 2, 2023

It is the policy of the City of Kennewick to collect a fee for the services

listed Concealed Pistol License **	
Original License	\$49.25
Renewal License	\$32.00
Late Renewal License	\$42.00
Replacement License	\$10.00
Firearms Dealer License	\$125.00

Please note that the Kennewick Police Department will only take applications for WA State CPLs if you are a resident of the incorporated City of Kennewick. However, for your convenience, you may apply for your CPL at the Benton County Sheriff's Office as well per RCW 9.41.070(a) (b) (c). If you are applying for a WA State CPL and live outside the city you need to apply in the jurisdiction in which you live. Fees for CPL are defined and set by Washington State RCW 9.41.070

Fingerprints	\$21.00 first 2 sets/\$ 5.00 per additional set
Alarm Installers License	\$125.00 (2 year)
Solicitors License	\$75.00
Local Criminal History Clearance Letter	\$20.00 includes
Clearance / Adoption Letter	\$20.00 includes
Notarization / Cert. of Documents	\$10.00
Photos	\$1 per page of 4 color photos
Tow Release Fee (DWLS)	\$50.00
Postage	Actual cost of postage
Photocopies	\$.50
Scanning Charge	Actual cost of staff time

Public Record Fees-Resolution #21-15 updated 8/1/2023:

Inspection of Records at City Hall or KPD FREE

Transfer of Electronic Files through GovQA: \$7.48

*Fee includes the first 15 files. Plus, scanning, gigabyte, and per file flat rate for 16 or more files if applicable.

File Flat Rate: \$.47 each file

Scanning Fee: Cost of actual staff time

Gigabyte Fee: \$.10 per gigabyte

*For records transmitted through GovQA totaling one gigabyte or more.
\$.10 per gigabyte

**All fees per RCW 10.97.100, 42.56.070(7)(a-b)(8) & 42.56.120. Depending on size of information requested a deposit of up to 10% of the projected costs may be required*