



U.S. Department of Justice

Federal Bureau of Investigation

Clarksburg, WV 26306

July 19, 2018

The Federal Bureau of Investigation (FBI) has completed a review of the fees charged for fingerprint-based and name-based Criminal History Record Information (CHRI) checks. This review was completed in accordance with 28 C.F.R. §20.31(e) (2), which requires the FBI to periodically review the fees it collects to recover the costs of operating the program. As a result of the review, the FBI has concluded the current fingerprint fee does not recover the costs of providing the service; therefore, a revised fee schedule will be published formally in the *Federal Register*. The FBI values the relationship with our partner agencies and understands the importance of providing ample lead time for change. The effective date for the fee change is expected to be January 1, 2019. Below are the revised fees which will be assessed for fingerprint-based and name-based CHRI check requests:

**FINGERPRINT-BASED CHRI CHECKS**

Service	Fee Currently in Effect	Fee Currently in Effect for CBSPs <sup>1</sup>	Change in Fee Amount	Revised Fee	Revised Fee for CBSPs
Fingerprint-based Submission	\$12.00	\$10.00	\$1.25	\$13.25	\$11.25 <sup>2</sup>
Fingerprint-based Volunteer Submission (See e.g., 75 FR 18752) <sup>3</sup>	\$10.75	\$8.75	\$.50	\$11.25	\$9.25 <sup>4</sup>

**NAME-BASED CHRI CHECKS**

Service	Fee Currently in Effect	Change in Fee Amount	Revised Fee (NO CHANGE)
Name-based Submission	\$2.00	\$.00	\$2.00

Please share this information with the Chief Financial Officer, budget management office, or appropriate parties within your organization and direct any questions to the Criminal Justice Information Services Division's Fee Programs Unit at <fee\_programs\_unit@fbi.gov>.

Sincerely,

John A. Traxler  
Chief, Resources Management Section  
Criminal Justice Information Services Division

<sup>1</sup> Centralized Billing Service Providers, see 75 FR 18753

<sup>2</sup> Cost Recovery = \$5.25; Automation = \$6

<sup>3</sup> Volunteers providing care for children, the elderly, or individuals with disabilities.

<sup>4</sup> Cost Recovery = \$5.25; Automation = \$4