

FEE SCHEDULE
RULES AND REGULATIONS

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VIRGIN ISLANDS JOINT BOARD OF ELECTIONS

TITLE 18 V.I.R.R.

APPROVED:

27 Day of February 2004

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CHARLES W. TURNBULL
GOVERNOR

ALECIA M. WELLS
CHAIRPERSON

VIRGIN ISLANDS JOINT BOARDS OF ELECTIONS

Copy below is hereby certified to be a true and correct copy of Rules and Regulations adopted pursuant to authority granted in 18 V.I.C. Section 47, by:

VIRGIN ISLANDS JOINT BOARD OF ELECTIONS



ALECIA M. WELLS
CHAIRPERSON

The copy below amends 18 V.I.R.R. Chapter 3

VIRGIN ISLANDS BOARDS OF ELECTIONS
RULES AND REGULATIONS
FEE SCHEDULE

§53-1 Purpose and Authority

Pursuant to Title 18, Chapter 3, Section 53 the records of each board of elections, and all registers, voting lists, certificates, papers, affidavits, general and duplicate returns, petitions, appeals, witness lists, accounts, contracts, reports, and other documents in its custody shall be open to inspection and copying. The Elections System of the Virgin Islands is entitled by law to charge a reasonable fee for costs associated with providing copies of documents.

§53-2 Title

- (a) Requests for information/documents must be received in writing or made in person at the Office of the Supervisor of Elections. Examination & Copy of Records forms are available at the Office of the Supervisor of Elections. Forms can be faxed and completed. Normal processing time is five (5) days business days after receipt of request. No cash will be accepted. The payment must be paid with the request. Checks, money orders, or international money orders should be made payable to the Elections System of the Virgin Islands. Send your request to:

Elections System of the Virgin Islands
P.O. Box 1499
Kingshill, VI 00851

Elections System of the Virgin Islands
P.O. Box 6038
St. Thomas, VI 00801

- (b) Photocopying and paper duplication. Paper copies \$0.25 per page. For request for 100 pages, a \$30.00 service fee is charged per 100 copies in addition to the price per page.
- (c) Electronic reproductions. The Election System of the Virgin Islands is able to provide limited information in electronic form. All text

information will be reproduced in Microsoft Word and all data in Microsoft Access or Microsoft Excel. All costs will be based on a per disk cost of \$5.00.

- (d) Voter registration list. Paper copies \$0.25 per page. For request over 100 pages, a \$30.00 service fee is charged per 100 copies in addition to the price per page. Electronic Listing, commercial \$300.00 and individual \$100.00.
- (e) Duplicate Voter Identification Card. A duplicate voter identification card \$25.00.
- (f) Use of electronic system equipment. Ballot Boxes, Design Jet 600 Plotter, 1242 Voting Machines.
- (g) Additional fees for special services. Immediate Service - \$20.00 per request, Federal Express - \$16.00 per domestic address, Priority Mail - \$5.00 per address, Express Mail - \$16.00 per address.