

**City of Portsmouth  
 Fee Schedule  
 Finance Department**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2023 Schedule</u>	<u>FY 2024 Schedule</u>	<u>Suggested FY 2025 Schedule</u>
Non Sufficient Funds check processing fee	Pre FY 02	\$30.00	\$30.00 per check	\$30.00
(1) Any copy made for non-City use	Pre FY 02	\$2.00	\$2.00 1st copy	\$2.00
(1) all subsequent pages	Pre FY 02	\$0.50	\$0.50 all subsequent pages	\$0.50
Unique Electronic Communication Per City Council Policy				
Individual electronic communication over 250	FY 25	N/A	N/A per individual communication over 250	* \$1.00
(1) USB Drive for transfer of electronic files	FY 18	\$8.00	\$8.00	\$8.00
 (1) Note: City records subject to Right to Know requests can be viewed at City Hall or downloaded free onto personal USB drives.				
All copies made on 11 x 17 pages.	Pre FY 02	\$0.50	\$0.50 per copy	\$0.50
Tax bills prepared for parties other than owners.	Pre FY 02	\$2.00	\$2.00 1st copy	\$2.00
Tax Card/Tax Map from laser printer				

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(Free to property owner)	FY 04	\$1.00	\$1.00 Each Print	\$1.00
Standard Assessing mailing list file	Pre FY 02	\$75.00	\$75.00	\$75.00
Assessor created export file	FY 17	\$150.00	\$150.00	\$150.00
Tax Delinquency file	Pre FY 02	\$300.00	\$300.00	\$300.00
DVD copies of City related events	Pre FY 02	\$10.00	\$10.00	\$10.00