

REQUEST FOR REPRODUCTION OF PVA PUBLIC RECORDS
(KRS 61.870, 61.874, 133.047)

JEFFERSON COUNTY

DATE: _____

1. Application Information--All sections to be completed by Applicant

APPLICANT NAME: _____

FIRM NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE NUMBER: () _____ FAX: () _____

EMAIL ADDRESS: _____

2. Records Requested—Please describe the records being requested. Mark requested file on menu and attach.

3. Please indicate if the records requested will be used for a commercial or non-commercial purpose. (“Commercial Purpose” is defined as the direct or indirect use of any public record or records, in any form, for sale, resale, solicitation, rent, or lease of a service, or any use by which the user expects a profit either through commission, salary, or fee. It shall not include publication or related use of a public record by a newspaper or periodical; use of a public record by a radio or television station in its news or other informational programs; or use of a public record in the preparation for prosecution or defense of litigation or claims settlement by the parties to such action or the attorneys representing the parties.)

Commercial _____ Non-Commercial _____

4. If the records are requested for a commercial purpose, please complete the attached Commercial Applicant’s Certified Statement form.

Request Approved _____ Request Denied _____

Reason for Denial: _____

COMMERCIAL APPLICANT'S CERTIFIED STATEMENT

Please State the Commercial Purpose:

I hereby agree with the Property Valuation Administrator's determination that this request is for a commercial purpose. I agree to enter into a contract with PVA to pay a fee for the above records, that fee to be based upon the cost to PVA of medial, mechanical processing, and staff required to produce a copy of the requested records or the cost to PVA of the creation, purchase or acquisition of the public records or both. If the request is for online access to public records, the fee may also include cost of the physical connection to the system and reasonable cost of computer time access charges. (KRS 61.874(4) & (6))

I understand that it is unlawful to use public records for a commercial purpose unless certified herein or for a commercial purpose other than that stated. The records requested will not be shared with any other entity without permission from the Jefferson County PVA. Further, I understand that the city may collect damages of three (3) times the amount that would have been charged if the actual commercial purpose has been stated, along with costs of collection of damages including reasonable attorney's fees and may impose any other penalty established by law. (KRS 61.8745)

I, _____ (PLEASE PRINT) do hereby certify that the requested records will be used for the commercial purpose as stated.

Date

SIGNATURE OF THE APPLICANT

Subscribed, sworn and acknowledged this _____ day of _____, 20____

Notary Public

My Commission expires: _____

**Jefferson County PVA Office
Records Menu & Commercial Fee Schedule**

Standardized Product Request
Please select a record type and format

<u>Name of Report</u>	<u>Description of Report</u>	<u>Format</u>	<u>Fee</u>
___ Fax Charges	Local Fax	___ Hard Copy	\$2.00
	Long Distance Fax	___ Hard Copy	\$5.00
___ Map Reproduction	Plot only with Historic Lines	___ Hard Copy	\$7.00
	Plot with Deed Book and Page	___ Hard Copy	\$8.00
	Plot with Sales	___ Hard Copy	\$9.00
	Plot with Certified Value	___ Hard Copy	\$12.00
	Acreage 34 x 35 Map Size	___ Hard Copy	\$45.00
	City 26 x 34 Map Size	___ Hard Copy	\$35.00
	County 17 x 22 Map Size	___ Hard Copy	\$30.00
	Public Access 11x17 (printed from public GIS)	___ Hard Copy	\$7.00
	Web Based Maps and Information, per page	___ Hard Copy	\$5.00
___ Request for Ownership	Details Property Information	___ Hard Copy	\$2.00
___ Request for Ownership Information Report with Characteristics	Per property (no more than 1 property)	___ Hard Copy	\$5.00
	Each additional property	___ Hard Copy	\$2.00
___ PVA Online Subscription Service	Online property search application includes property characteristics, Sketches, digital photos and more. Subscriber must setup the account Online at www.jeffersonpva.ky.gov Billed per month	___ Online	\$30.00
___ PVA Online Day Pass	One Day access pass to the PVA Online Subscription Service	___ Online	\$10.00

**Jefferson County PVA Office
Records Menu & Commercial Fee Schedule**

Standardized Database Request
Please select a report type and format

<u>Name of Report</u>	<u>Description of Report</u>	<u>Format</u>	<u>Fee</u>
___ Ownership Record	Listing of property owned by a specific owner/data includes parcel id, address, owner, deed book, deed page	___ Hard Copy ___ CD	See List Below
___ Sales Report	User determines date range, minimum/maximum sales price or property class restriction; data includes parcel id, property address, grantee/grantor, deed book, deed page, sales price of arms length properties (available years begin 2000)	___ Hard Copy ___ CD	See List Below
___ Assessment Roll	Database of assessment roll in text format for latest year available	___ CD	See List Below
___ Assessment Roll Plus	Database of assessment roll plus; deed book, deed page, property description, subdivision, acreage last transfer consideration, property addresses parsed out. This request is in .txt form	___ CD	See List Below
___ Satellite City Billing Report	Listing of properties coded to a specific satellite city for billing purposes. Only satellite cities, which utilize PVA for billing may be requested. Data includes parcel id, mailing address, assessment, taxes due	___ Hard Copy	See List Below
--- Digital Parcel	Parcel Polygon & Owner Info	----- Electronic \$50 request fee	\$.40 per parcel plus
--- Digital Parcel	Parcel Polygon Only	----- Electronic	\$.30 per parcel plus \$50 request fee

Commercial Database Fees

\$250.00 per request plus:
 20 cents for each additional record up to 5,000
 15 cents for each additional record up to 10,000
 10 cents for each additional record up to 15,000
 5 cents for each record over 30,000
 Computer Time at \$130.31 per hour
 Staff Time at \$20.00 per hour

**Jefferson County PVA Office
Records Menu & Commercial Fee Schedule**

Standardized Mailing List Requests

Please select a report type and format

<u>Name of Report</u>	<u>Description of Report</u>	<u>Format</u>	<u>Fee</u>
___ Zip Code Report	Lists properties PVA has listed in a given zip code/data would include parcel id, address, owner, owner address	___ Hard Copy ___ CD	See List Below
___ Property Class Report	Lists properties of a defined class: residential, commercial, apartment, agricultural, condo, vacant/data includes address, parcel id, owner, owner address	___ Hard Copy ___ CD	See List Below
___ Street Report	Lists properties on a defined street/data includes parcel id, address, owner address, property class	___ Hard Copy ___ CD	See List Below
___ Subdivision Listing	Lists properties in a defined subdivision/data includes parcel id, address, owner, owner address	___ Hard Copy ___ CD	See List Below
___ Block Report	Lists properties in a defined PVA block/data includes parcel id, address, owner, owner address	___ Hard Copy ___ CD	See List Below
___ Out of Town Report	Lists property owners with out of town owner addresses for the whole county/ data includes parcel id, address	___ Hard Copy ___ CD	See List Below
___ New Construction Report	Lists all properties that were constructed since a defined year (1/1/1995-present)/data includes parcel id, address, owner, owner address	___ Hard Copy ___ CD	See List Below
___ Exempt List	Lists all properties that have exempt status user defined by class/includes parcel id, address, owner, owner address	___ Hard Copy ___ CD	See List Below

Mailing List Fees

\$50.00 per request plus:
 8 Cents for each additional record up to 5,000
 7 Cents for each additional record up to 10,000
 5 Cents for each additional record up to 15,000
 4 Cent for each additional record over 30,000
 Paper \$0.10 per page
 CD \$10.00 each