

SPONSOR: Janet Venecz  
Councilwoman at Large

**ORDINANCE NO. 9370**

**AN ORDINANCE ESTABLISHING A CERTIFIED COPY FEE FOR CERTIFIED COPIES OF RECORDS**

WHEREAS, Indiana Code Section 5-14-3-8 (d) permits the fiscal body of the City of Hammond to set a fee for certification of documents; and

WHEREAS, various Departments in the City of Hammond certify documents for use in insurance and court proceedings and these requests require additional time and paperwork by City Departments to prepare; and

WHEREAS, Expenditures from this fund would be used by City for records retention purposes; and

WHEREAS, the creation of this fund is not an additional appropriation, and a public hearing is not required.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Hammond that per Indiana State Statute 5-14-3-8(d) a party requesting a certified copy of any City document shall pay a fee of five (\$5.00) for each certification requested.

BE IT FURTHER ORDAINED by the Common Council that this Ordinance shall be in full force and effect from and after its passage by the Common Council, signing by the President thereof and approval by the Mayor and approval of the DLGF.

ADOPTED AND APPROVED BY the Common Council of the City of Hammond, Indiana, this 13<sup>th</sup> day of March, 2017.

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Janet Venecz, President /s/  
Hammond Common Council

ATTEST:

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Robert J. Golec, City Clerk /s/  
City of Hammond, Indiana

**AN ORDINANCE ESTABLISHING A CERTIFIED COPY FEE FOR CERTIFIED  
COPIES OF RECORDS**

PRESENTED BY ME, the undersigned City Clerk of the City of Hammond, Indiana,  
to the Mayor, for approval and signature, this 14<sup>th</sup> day of March, 2017.

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Robert J. Golec, City Clerk /s/  
City of Hammond, Indiana

The foregoing Ordinance No. 9370 consisting of two (2) typewritten pages,  
including this page, was APPROVED AND SIGNED BY ME, the undersigned Mayor of  
the City of Hammond, Indiana, this 16<sup>th</sup> day of March, 2017.

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Thomas M. McDermott, Jr., Mayor /s/  
City of Hammond, Indiana

PASSED by the Common Council on the 13<sup>th</sup> day of March, 2017, and approved by  
the Mayor on the 16<sup>th</sup> day of March, 2017.

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Robert J. Golec, City Clerk /s/  
City of Hammond, Indiana