

J. LAWRENCE DUFFY, JR.
MUNICIPAL JUDGE

FRANCIS J. CORNELY
ASSOCIATE JUDGE

**TOWN OF SULLIVAN'S ISLAND
MUNICIPAL COURT**

MARIA LoRUSSO
CLERK OF COURT



To Whom It May Concern,

Please be informed the municipal court of the Town of Sullivan's Island will provide requested copies of any related citations, certified dispositions and/or police records and tapes issued by the Sullivan's Island Police Department. Pursuant to Chapter 4, Title 30, Section 30-4-30(b), of the State of South Carolina Code of Laws, the Town will collect a fee for providing requested information. The fee for basic copies of documents will be \$5.00 per copy. Copies of police tape to disk will be \$25.00 per. Extensive research items shall be billed at the actual cost to the Town pursuant to Section 30-4-30(b). Fees shall be made payable to the Town of Sullivan's Island and paid in advance, or in person, to the Clerk of Court for Sullivan's Island. Law offices will be invoiced when mailed their requests.

Thank you for your compliance with this matter.

Sincerely,
Town of Sullivan's Island

A handwritten signature in black ink that reads 'Andy Benke'. The signature is written in a cursive, flowing style.

Andy Benke
Town Administrator

(Issued 2008)