

PUBLIC RECORDS REQUEST

Idaho Public Records Act – Idaho Code §§ 74-101 to 74-126 allows three (3) working days to fill this request.

Name _____ Date of Request _____

Address _____

Phone _____ E-mail _____ FaX _____

Format (if available) for requested information: _____ Paper _____ Acrobat (pdf)

_____ CD _____ Excel File _____ Word

DESCRIPTION OF INFORMATION REQUESTED

SIGNATURE OF REQUESTOR _____

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RESULTS/FINDINGS (office use only)

Documents: Copied _____ Faxed _____ E-mailed _____ # of pages _____ Cost of copies _____

Time required to complete request _____ Date Finished _____ Staff Providing Information _____