

Public Records Request Form

To: City of New Meadows- Attention City Clerk

Date: _____

I hereby request, pursuant to Idaho Code § 9-338, to examine and / or copy the following public records held at New Meadows City Hall:

- These records specifically pertain to myself.
- I request to merely examine these records.
- I request copies of these records.
- I request certified copies of these records.

Printed Name: _____

Mailing Address:

Telephone Number: ____ (____) _____

Signature: _____

I acknowledge by my signature that the records sought by this request will not be used for a mailing list or telephone list as set forth in Idaho Code § 9-348.

*****Office Use Only*****

Date Request Received: _____ Time Request Received: _____
Request Received By: _____
Date Request Completed: _____ Time Request Completed: _____
Request Completed By: _____

Suggested Donations	Mandatory Donations
10¢ per photo copy	10¢ per photo copy for all copies over 100
	20¢ per certified copy
	\$1.00 per compact disc

I acknowledge receipt of the above requested records.

Signature: _____ Date: _____