



REQUEST FOR PUBLIC RECORDS

Charges are as follows:

- Paper Copies - **\$2.00** for the first page and **\$0.20** each page thereafter
- Paper Maps - **\$10.00** each
- USB Flash Drive - **\$20.00** each
- Postage – **Actual cost**
- **\$50.00** per hour charges may be applicable per instruction by the Executive Officer

Note: In accordance with Government Code Section 7922.535, a response will be made within 10 days from receipt of the request. Payment in the form of a check must be received before issuance. Some files may be too large to send via email.

First Name: _____
Last Name: _____
Phone: _____
Email: _____
Mailing Address: _____

Project #: _____
Project Name: _____
APN(s): _____
Project Address: _____

Date: _____

Date Required By: _____

Request:

- Record Inspection
- Paper Copies via:
 - Mail or Pickup
- Email Copies
- USB Flash Drive copies via:
 - Mail or Pickup

Description of request:

FOR LAFCO USE ONLY

Date: _____

Request: **Approved** **Denied**

Tyler Salcido, Executive Officer

Completed By: _____

Date Completed: _____

Total \$ Due: _____