



CITY OF
EASTVALE
Office of the City Clerk

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PUBLIC RECORDS REQUEST

(Government Code Sec. 6257)

(Gov't. Code Sec. 6257)

“Except with respect to public records exempt by express provisions of law from disclosure, each state or local agency, upon any request for a copy of records, which reasonably describes an identifiable record, or information produced therefrom, shall make the records promptly available to any person, upon payment of fees covering direct costs of duplication, or a statutory fee, if applicable.”

I am requesting a copy of a public record specifically identified as:

Date: _____

Signature: _____

Name: _____

Address: _____

Phone: _____

E-Mail: _____

(TO BE COMPLETED BY CITY CLERK'S OFFICE)

Standard Paper Copy 1st page: .50 = \$_____ () Copies to be mailed to requester

Standard Paper Copy 2nd page & after .10 = \$_____

FPPC Documents: _____ @ .10 = \$_____ () Copies to be picked up by requester

Number of Audio Tapes: _____ @ 1.00 = \$_____

Number of Video Tapes: _____ @ 1.00 = \$_____ () Copies to be emailed to requester

Number of CD or DVD: _____ @ 1.00 = \$_____

Number of Certified Copy _____ @ 1.75 = \$_____

Mailing Cost: \$_____

TOTAL FEE: \$_____ Date Fee Received: _____

Mailed by: _____ Date: _____ Picked up by: _____ Date: _____