



City of Rupert Public Records Request

I request to:

Examine

Copy

*** All copies over 100 pages are subject to copying costs which may be required prior to receipt of records ***

Investigate report filed with _____ Department
Date/Time/Incident

Photographs (Copying cost is dependent upon size/quality requested)

Tapes, Videos, and Manuals (Copying cost dependent upon size/quality and actual cost to reproduce)

Other: Please describe fully, use relevant dates, locations etc. to help us more accurately provide what you are requesting

NOTICE: Records released pursuant to this request are not warranted as to completeness or accuracy. The information provided represents the disclosable information available pursuant to Idaho Code Title 74, Chapter 1. Additional records from other sources may present a more accurate representation of a given situation.

Name of Requesting Person: _____

Address: _____

Phone: _____

Email: _____

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.

City Employee Processing Request: _____

Date Completed: _____ Fees Collected: _____ Receipt No. _____

“The City of Rupert is an equal opportunity provider and employer.”