



## REQUEST FOR RECORDS

(U.C.A. §63-2-101 et seq.)  
(Tooele City Code 1-23-1 et seq.)

Administration

TO: Tooele City Corporation, Attention City Recorder  
90 North Main, Tooele, UT 84074

Description of records sought (please be as specific as possible; attach separate sheet if necessary):

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- I would like to inspect (view) the records.
- I would like to receive a copy of the records. I understand that I may have to pay copy fees. I authorize costs of up to \$ \_\_\_\_\_.
- I am requesting a waiver of copy costs because (see UCA §63-2-203(4)):  
\_\_\_\_\_
- If the requested records are not public, please explain why you believe you are entitled to access.
  - I am the subject of the record (you will be required to prove your identity).
  - I am the person who provided the information.
  - I am authorized to have access by the subject of the record or by the person who submitted the information. Documentation required by UCA 63-2-202, is attached.
  - Other. Please explain: \_\_\_\_\_
- I am requesting expedited response as permitted by UCA 63-2-204 (3)(b). (Please attach information that shows your status as a member of the media and a statement that the records are required for a story for broadcast or publication; or other information that demonstrates that you are entitled to expedited response.)

Requester's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Daytime telephone number: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

If records are filed by Social Security Number, please provide that number: \_\_\_\_\_

(Revised 5/2008)

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