



EUREKA CITY CORPORATION

INCORPORATED NOV. 8, 1892

Request for a Record

Utah Government Records Access and Management Act

(Must be submitted in writing)

To: Government Entity: _____

Address of Government Office: _____

Records requested: (describe with reasonable specificity, attach additional sheet if necessary)

- I desire to inspect (view) the records. (There is no charge for viewing or inspecting a record.)
- I desire copies of the records. I understand that I may be responsible for fees associated with copying charges to research charges as permitted by Utah Code Ann. §63-2-203 (see reverse). I authorize costs of up to \$_____ in conformance with the government entity's policy as determined by ordinance or written formal policy adopted by the governing body.

NOTE: Utah Code Ann. §63-2-203(4) encourages agencies to fulfill a records request without charge.

Based on that statute, I am requesting a waiver of copy costs because:

- Releasing the record primarily benefits the public rather than a person because: _____
- I am the subject of the record.
- I am the authorized representative of the subject of the record.
- My legal rights are directly affected by the record and I am impoverished. (Please attach information supporting your request for a waiver of fees.)

If the requested records are not public, please explain why you believe you are entitled to access.

- I am the subject of the record.
- 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. (Attach documentation required by Utah Code Ann. §63-2-202).
- Other.
- I am requesting expedited response as permitted by Utah Code Ann. §63-2-204(3)(b). (Please attach information that shows your status as a member of the media and that a story is required for broadcast or publication; or other information that demonstrates that you are entitled to expedited response because this request benefits the public rather than the person making the request) Without this provision the request will be handled as soon as reasonably possible, but can take up to ten business days to be granted.

This request is submitted under the authority of Utah Code Ann. §63-2-101 et. seq., (GRAMA).

Person Making Request: _____

Mailing Address: _____

Daytime Telephone Number: _____

Signature of Person Making Request

Date