Request No._____

Received by: _____
Date: _____ Time: _____

TOWN OF APPLE VALLEY
REQUEST FOR COPIES OF PUBLIC RECORDS

"Except with respect to public records exempt from disclosure by express provisions of law, each state or local agency, upon a request for a copy of records that reasonably describes an identifiable record or records, shall make the records promptly available to any person upon payment of fees covering direct costs of duplication, or a statutory fee if applicable." (G.C. §6253(b)).

"Each agency, upon a request for a copy of records, shall, within 10 days from receipt of the request, determine whether the request, in whole or in part, seeks copies of disclosable public records in the possession of the agency and shall promptly notify the person making the request of the determination and the reasons therefor." (G.C. §6253(c)).

NOTE: This form is not required for requests for copies of Statements of Economic Interest (G.C. §91008) or Campaign Statements.

Form may be faxed to: 760-961-6241; emailed to: records@applevalley.org; or mailed to:
Town of Apple Valley, Town Clerk's Office 14955 Dale Evans Parkway, Apple Valley CA 92307

Request for a copy of public records as thoroughly identified below:

_____

_____

_____

_____

Date: July 24, 2019
Name: Greg Raven
Address: 20258 US Highway 18 Ste 430-513
Apple Valley, CA 92307
Phone: 760-646-1728
Email: gregraven@mac.com

Copying Fees:
(Per Resolution Number 2013-29

1) Copying from 8 1/2" x 11 or 8 1/2" x 14"
Each Page..... $0.20 (B/W)
Each Page..... $0.30 (Color)
Copying from 11" x 17"..... $0.50

2) Copying to USB Drive..... $6.00

( ) Copies to be mailed to requestor
( ) Copies to be picked up by requestor
(X) Copies to be emailed to requestor*

MAKE CHECKS PAYABLE TO "*TOWN OF APPLE VALLEY*"

To be completed by Town Clerk's Office:

Number and size of copies and/or media: _____

Deposit/Fee Received: _____ *Actual Cost:* _____
(Account Code 1001-0000-6112-0000)

Balance Due/Refund: $_____

_____ _____ *or* _____
Mailed by/Date: *Picked up by/Date:*

***Due to size, email may not be available. Requestor will be contacted.**