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**APPLICATION FOR PUBLIC INFORMATION**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_  
 Phone #: \_\_\_\_\_

Information needed: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

A slight charge will be assessed for information. Charges for public records are as follows:

- (a) For fifty (50) pages or less of readily available information, the copying charge shall be \$.10 per page.
- (b) For fifty (50) page or more of readily available information, the copying charge shall be \$.85 for the first page and \$.10 for each additional page.
- (c) For any quantity of information deemed not to be readily available, the actual charge shall be \$.70 for the first page and \$.10 for each page thereafter, plus actual labor costs incurred by the City in providing the requested information.

**Cost Breakdown:**

_____ # of pages	x	_____ Cost/Page	=	_____ Total Cost
_____ # of tapes	x	_____ Cost/Tape	=	_____ Total Cost
				_____ Combined Cost

I hereby agree to the terms set forth above by signing this application below.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_