

INSPECTION/DUPLICATION

Requestor Instructions: To make a request for copies, the time the request is made. Requestors who are not the person should not sign and date section II until the copies are mailed to him/her are not required to sign and date section II.

Custodian Instructions: For requests to inspect, the requestor must be present at the time the request is made. Requestors who are not the person should not sign and date section II until the copies are mailed to him/her are not required to sign and date section II.

Note: Request to inspect public records may not be required.

1. Name of requestor: Karl Riley
(Print or Type; Initials in parentheses)

2. (If required) Form of identification provided:
 Photo ID issued by governmental entity
 Other:

3. Requestor's address and contact information:

4. Request waived

5. Record(s) requested:
a. Type of record: Minutes Budget
b. Detailed Description of Request: Please provide for credit items

July 2013 to present.

6. Request submitted to:
a. Employee receiving request: _____
b. Date and time request received: _____
c. Response: Same day

Full on file, at [unclear] and [unclear]
Sumner [unclear] D... A EA
July 7, 2014
3/12/14

7. Costs:
a. _____
b. _____

Costs continued:

- c. Estimate of labor
 - Labor at \$
 - Labor at \$
 - Labor at \$
- d. Programming cost
- e. Method of delivery
 - On-site
 - Postal Service
- f. Estimate of total cost
- g. Estimate provided

8. Payment:

- a. Form of payment: Cash Check
- b. Amount of payment
- c. Date of payment:
- d. Actual cost (and a

9.

10.

Custo

Delivery/Retrieval of Records

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Signature of Requestor

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Signature of Records Custodian

3/10/2014