



City of Burley

PO Box 1090
Burley, Idaho 83318
208-878-2224

Public Records Request Form

Date of Request _____
Name _____
Address _____
City _____ State _____ Zip Code _____
Telephone _____ Email Address _____

As set forth in Idaho Statutes Title 74 Chapter 1, I acknowledge by my signature that the records sought by this request will not be used for a mailing list or telephone number list. No fee will be charged for the first two (2) hours of labor or for copying the first 100 pages. Thereafter, a charge of \$20.00 per hour and \$0.05 per copy will be payable before the request is filled.

Signature

Please be specific so it can be determined what records need to be provided. I hereby request to examine and/or copy the following public records:

Information delivered by:

- Email Fax Mail Service Requestor Pick Up

Date Received	_____
Date Completed	_____
Fees Collected	_____
Receipt No.	_____