

## Public Records Request Form

Responses to information requests are determined by the terms of the Chino Basin Water Conservation District Resolution No. 2014-01 and Government Code 6256, which provide for a total of ten (10) days to respond to the request. Information requests that require copying will result in a charge \$.10 per page for the cost of duplication only.

In order for us to forward our response to your request, please provide some form of contact information (address, phone number, or email).

\* Indicates Required Fields

First Name: <input style="width: 95%;" type="text"/>	Last Name: <input style="width: 95%;" type="text"/>		
Address: <input style="width: 95%;" type="text"/>	State: <input style="width: 80%;" type="text"/>	City: <input style="width: 80%;" type="text"/>	Zip Code: <input style="width: 80%;" type="text"/>
Email Address: <input style="width: 95%;" type="text"/>	Phone Number: <input style="width: 95%;" type="text"/>		Date: <input style="width: 80%;" type="text"/>

Records Requests:

Please Provide as much detailed information as possible regarding the records you seek (e.g., date, project name, project number, address, document description, etc.)

Record(s) Description:

FOR STAFF USE ONLY:

Request taken by: \_\_\_\_\_

Date request received: \_\_\_\_\_

PRR #: \_\_\_\_\_

Final Outcome:

\_\_\_\_\_