



Office of the City Clerk
Request for Public Records

10200 Slater Avenue
Fountain Valley, CA 92708
714-593-4445

Upon receipt of a request for City records, the City shall determine within ten (10) days if the records are accessible and available within the City's records system and notify the citizen of such determination (GCS 6250-6261).

Photocopy Fee: 10¢ per page

Requestor Name: _____

Request Date: _____

Agency/Company: _____

Phone No.: _____

Fax No.: _____

Email: _____

Describe the Specific Public Records Request:

FOR CITY USE ONLY	
Date of request:	Due date:
Forwarded to:	Date provided to citizen:
Total copies provided:	Total Charges (10¢ per page):