

CITY OF MOUNTAIN HOME, IDAHO

Public Records Access/Research Request

Please submit request to Tiffany Belt in the City Clerk's Office. Form may be submitted by fax to (208) 587-2110, or e-mailed to tbelt@mountain-home.us

Date of Request: _____ Time Request Received: _____

Name: _____

Address: _____ Zip: _____

Phone: _____ Fax: _____ E-Mail: _____

Requested Format for Information Paper Electronic: Acrobat file (pdf) Electronic: Excel file

Description of Information Requested

Results/Findings

The Idaho Public Records Act (Idaho Code 9-337-8-430) allows three (3) working days to fill this request.

Requestor's Signature

Date

For Office Use Only
Verbal Response: _____ Documents Copied: _____ Written Report: _____ Date Finished: _____
Number of Pages: _____ Cost of Copies: _____ Time Required to Complete Report: _____
Staff Providing Information: _____