



Clerk of the Board of Supervisors Public Request for Records

This is a public document subject for disclosure

PLEASE USE ONE FORM FOR EACH PUBLIC RECORDS REQUEST

MAIL TO: ROBIN STIELER

CLERK OF THE BOARD OF SUPERVISORS
400 W. CIVIC CENTER DRIVE, SIXTH FLOOR
SANTA ANA, CA 92701
TEL: 714.834.2206

(SPACE ABOVE FOR COB USE ONLY)

DATE: _____

DESCRIBE DOCUMENT(S) REQUESTED

PUBLIC RECORDS REQUESTED (PLEASE BE SPECIFIC): _____

TIME FRAME OF REQUEST: _____

MEETING DATE(S): _____

AGENDA ITEM NUMBER(S): _____

RESOLUTION NUMBER(S): _____

ORDINANCE NUMBER(S): _____

ADDITIONAL ATTACHMENTS/COMMENTS THAT WILL HELP IDENTIFY YOUR RECORDS REQUESTED: _____

NOTE: IF IT IS DETERMINED THAT OTHER AGENCIES MAY HAVE RESPONSIVE DOCUMENTS, AN EXTENTION OF 14 DAYS MAY BE NEEDED TO COMPLETE THE PUBLIC RECORDS REQUEST
(THERE IS A CHARGE OF \$0.15 PER PAGE AND APPLICABLE POSTAGE)

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NAME OF REQUESTOR: _____

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After completing form, please print and mail or deliver to the Clerk of the Board's office address listed above