

Pima County Attorney's Office

PUBLIC RECORDS REQUEST / NON-COMMERCIAL PURPOSE

Date: _____

Name of Requesting Party: _____

I request that the Pima County Attorney's Office: ____ allow inspection of or ____ provide a copy or other reproduction of the following public records (please give detailed description. If known give the document name, page numbers, case name or number, or other pertinent information where applicable. Attach an additional 8.5" x 11" sheet, if needed.):

The records requested are to be used for (check one):

- Non-commercial purposes Commercial purposes

If the records are to be used for commercial purposes, please use the form titled **PUBLIC RECORDS REQUEST – COMMERCIAL PURPOSE**.

Certification

I certify that all the information provided is true and correct under penalty of perjury. I declare that I have read the Information and Instructions Pamphlet accompanying this form and understand its contents. I declare that the copies or reproductions of the public records which I have requested will be used solely for the purpose checked above. **Prior to obtaining copies of the documents requested, I agree to pay the fee assessed at the rate of \$0.25 per page and \$10.00 an hour for copying time. If I have requested information in other reproduction forms, I agree to pay the actual cost of the medium and the reproduction.** I certify that the copies or reproductions of the public records which I have requested will be used solely for non-commercial purposes. I certify that the copies or reproductions will not be used directly or indirectly for any purpose other than that described nor will I transmit or resell the records to any other person or entity without specific authorization of the County Attorney's records custodian

Requesting Party's Signature

DISCLAIMER – INDEMNIFICATION: The requesting party accepts responsibility for the requesting party's unauthorized use or transmission of any such data or information in its actual or altered form.