



BOISE CITY CLERK'S OFFICE

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Website: www.cityofboise.org/city_clerk

PUBLIC RECORDS ACCESS / RESEARCH REQUEST

Idaho Public Records Act – Idaho Code 9-337 to 9-348 allows three (3) working days to fill this request

NAME _____ DATE OF REQUEST _____

ADDRESS _____
Street City Zip

PHONE _____ E-MAIL _____ FAX _____

Format (if available) for requested information: ___Paper ___Acrobat file (pdf) ___CD ___DVD
___Cassette tape ___Excel file ___Word

DESCRIPTION OF INFORMATION REQUESTED

SIGNATURE OF REQUESTOR _____

RESULTS / FINDINGS (Office Use Only)

Documents: Copied _____ Faxed _____ E-mailed _____ # of pages _____ Cost of copies _____

Time required to complete request _____ Date finished _____ Staff providing information _____