

Pulaski County Freedom of Information Act Form

Pulaski County may make reasonable charges, not to exceed its actual cost incurred in accessing, duplicating, supplying or searching for requested records. You have the right to request a cost estimate in advance of Pulaski County supplying the requested records. If you request a cost estimate, Pulaski County will provide the estimate and will take no further steps toward producing the requested records until you confirm that you still want Pulaski County to produce the records. If, within 30 days of your receipt of the cost estimate, you do not notify Pulaski County whether you wish for the records to be produced, Pulaski County will treat your request for records as having been withdrawn.

Date of Request: _____

Name of Person Making Request: _____

Address: _____

Phone Number: _____

Items requested:

Staff Use Only:

_____ Date of response (must be five (5) working days following citizen request)

_____ Request for seven (7) working day extension (must be requested in writing to citizen & copy attached)

_____ Date and time records review is scheduled with person making request (if requested by citizen or staff)

_____ Date request denied in writing (in whole or part) based on Code Section (Attach copy)

I hereby acknowledge receipt of the aforementioned information:

Name

Date