**Corvallis Rural Fire Protection District (“CRFPD”) Public Records Request**

Submit this completed request to CRFPD by mail at 544 NW Lewisburg Av., Corvallis, OR, 97330, fax at (541) 745-6827, or email at CRFPD.Information@corvallisrfpd.com

Please fill out each field in the form below to request public records from CRFPD. You will receive a receipt of submittal by email when your request is received.

# Requester Name:

**Date of**

 **Request:**

**Organization Name**

**(if applicable):**

**Mailing Address:**

|  |
| --- |
|  |
| *City* | *State* | *ZIP Code* |

**Phone:** **Email**

**Provide a detailed description of the documents you are requesting:**

**I request that the documents be provided in the following format:**

I wish to arrange an opportunity to personally inspect the requested records. I wish to receive a hard (paper) copy of the requested records.

I would like to have these records provided to me an electronic format.

# Signature: Date:

*Your signature indicates that you understand that \_\_\_\_\_\_\_\_\_\_ will respond to your request by email as soon as practicable. You understand that there may be costs related to this request based on the fee structure adopted by the \_\_\_\_\_\_\_\_\_\_\_, and you are aware that you will be notified by staff if any fees need to be paid in order to complete your request.*