

**IRON COUNTY ATTORNEY RECORDS REQUEST FORM**

82 North 100 East, Suite 201, Cedar City, Utah 84720

Phone: (435) 865-5310 – Email: ica@ironcounty.net

Note: Utah Code § 63G-2-204 (GRAMA) requires a person making a records request furnish the governmental entity with a written request containing the requester’s name, mailing address, daytime telephone number (if available); and a description of the record requested that identifies the record with reasonable specificity.

**Requester’s Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone number:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Description of records sought (records must be described with reasonable specificity):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Check each box that apply to you:
  - I would like to inspect (view) the records.
  - I would like to receive a copy of the records. I understand that I may be responsible for fees associated with copying charges or research charges as permitted by UCA 63G-2-203. I authorize cost of up to \$ \_\_\_\_\_
  - I would like to receive a copy of the records and request a waiver of copy costs because: \_\_\_\_\_
  - Releasing the record primarily benefits the public rather than a person. Please explain: \_\_\_\_\_
  - I am the subject of the record.
  - I am the authorized representative of the subject of the record.
  - The record directly affects my legal rights and I am impoverished. (Please attach information supporting your request for a waiver of the fees.)

If the requested records are not public, please explain why you believe you are entitled to access.

- I am the subject of the record.
- I am the person who provided the information.
- I am authorized to have access by the subject of the record or by the person who submitted the information. Documentation required by UCA 63G-2-202, is attached;
- Other. Please explain: \_\_\_\_\_
- I am requesting expedited response as permitted by UCA 63G-2-204 (3)(b). (Please attach information that shows your status as a member of the media and a statement that the records are required for a story for broadcast or publications; or other information that demonstrates that you are entitled to expedited response.)

Signature: \_\_\_\_\_