



CITY OF GLOBE REQUEST FOR PUBLIC INFORMATION

The following policies apply to all requests for materials/documents:

1. Each request, after its receipt, is reviewed and processed by the offices of the City Clerk and City Attorney. The requestor will be notified when the materials are available. Payment is due prior to receipt of the requested materials and/or information.
2. Materials may be faxed after payment has been received (including cost of transmission, if applicable). Materials requested to be mailed will be sent by first class mail after receipt of payment (including cost of postage). Make checks payable to the CITY OF GLOBE.
3. Charges for copies will be applied to the final cost of the materials and/or information.

REQUESTED BY:

Name _____		Company (If Applicable) _____	
Phone _____	Mobile _____	Fax _____	
Address _____			
City _____	State _____	Zip _____	

RECORDS REQUESTED:

ACTION REQUESTED (check all that apply):

- INSPECT
 COPY
 CERTIFICATION
 MAIL
 NON-COMMERICAL USE
 COMMERCIAL USE* (complete below and back of form)

Pursuant to A.R.S. § 39-121.03(a), state in detail how or for what purpose the records will be used:

FOR OFFICIAL USE ONLY			
CITY ATTORNEY:	<input type="checkbox"/>	Date: _____	DATE RECEIVED:
CITY CLERK:	<input type="checkbox"/>	Date: _____	
TOTAL DUE:	<input type="checkbox"/>	Date: _____	_____
TOTAL RECEIVED:	<input type="checkbox"/>	Date: _____	RECEIVED BY:
CITY CLERK:	<input type="checkbox"/>	Date: _____	_____

AFFIDAVIT

**APPLICATION FOR PUBLIC RECORDS
FOR COMMERCIAL PURPOSES**

The undersigned, under oath, hereby deposes and states as follows in accordance with A.R.S. § 39-121.03(a):

That the foregoing Application for Public Records sets forth accurately the commercial purposes for which the public records requested will be used pursuant to A.R.S. § 39-121.03(a).

Dated this _____ day of _____, 20____.

Applicant

STATE OF ARIZONA)
) ss.
COUNTY OF _____)

This instrument was acknowledged before me this _____ day of _____, 20____, by
_____.

Notary Public

My Commission Expires:
