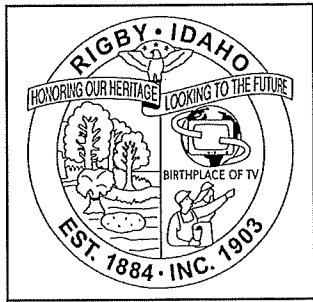


CITY OF RIGBY

158 W. Fremont Ave. Rigby, Idaho 83442
Phone 208.745.8111 Fax 208.745.7111

KEITH SMITH
MAYOR

"The Birth Place of Television"



DAVID SWAGER, CPA
CLERK/TREASURER

PUBLIC RECORD REQUEST FORM

The City of Rigby endeavors to comply with all requirements of the law. As a matter of course, we try to respond in a courteous and expedient manner. Sometimes we do not have an immediate answer and on occasion there may be a cost. We will try to let you know of the costs in advance. Cost incurred for such things as clerical time in excess of two hours or a response which exceeds one hundred pages. On occasion, we may simply provide the opportunity to copy the information.

Requestor: _____ Date of Request: _____

Mailing Address: _____

Phone Number: _____

Specific Description of Public Record(s) Requested:

Requestor understands that all public records are for informational use only and cannot be used for mailing lists or commercial purposes.

Requestor Signature: _____

Date: _____

Public Records Request Received By: _____

Date: _____

A Community Working Together In Harmony