



City Clerk
 300 Seminary Avenue
 Ukiah, California 95482
 Phone: 707-463-6217
 Fax: 707-463-6204
 klawler@cityofukiah.com

Public Record Information Request

Date Submitted		Requested By		Phone (required)	
General Topic of Information Requested					
Date(s) of Records		Email Address			
Description of Record(s) Requested					
What form would you like the records to be delivered? <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C					
A. Flashdrive You will need to provide flashdrive for files to be transferred.					
B. Email You will need to provide an email address. This option is subject to file size.					
C. Paper Copies There is a .20 cent charge per copy, per Ordinance No. 91-47					
FOR STAFF ONLY			FEES CHARGED		
Archive Box #		Location #		Items:	
Central Files #				Charge:	\$
				Deposit	\$

Notes: _____
