Public Utility District No. 1 of Douglas County

Document Request Form

Please fill out the form below to request public records from District files. Include all pertinent information and be as specific as possible, as to assure timely and accurate request turn-around. There are no costs associated with viewing documents on site. The cost for hard copies and scanned documents is $0.15 per page. Costs do not include postage and are due at the time of request.

Name: __________________________________________________________________

Organization: __________________________________________________________

Title: __________________________________________________________________

Street Address: __________________________________________________________

City, State, Zip: __________________________________________________________

Telephone Number: ______________________________________________________

Email Address: __________________________________________________________

Name of document(s) - (please include date published if known):
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Requested Format:
_____ VIEW ON SITE (No cost)
_____ HARD COPY (See cost above)
      _____ Will pick up when ready
      _____ Please mail to address above (postage will be added to copy costs)
_____ EMAIL - PDF Adobe Acrobat Format (If document needs to be scanned, copy charges apply)

I requested copies of the above listed document(s) and agree to pay the charges for the material requested.

__________________________________________  _____________________________
(SIGNATURE)                                                        (DATE)

If you have any questions, please contact Meaghan Vibbert at (509) 884-7191 or mvibbert@dcpud.org