



RECORDS REQUEST

Umatilla Rural Fire Protection District

921 6th Street · PO Box 456 · Umatilla, OR 97882

(541) 922 - 3718 · Fax (541) 922 - 3914

Notice: This form is provided per ORS 192.440-7. Records requests are processed in the order they are received. If the request is denied a reason for the denial will be provided in accordance with Oregon Records Law. Payment must be received prior to dispersal of requested records.

RECORDS REQUEST

Requestor Name: _____

Requestor Phone #: _____

Requestor Email: _____

Requestor Mailing Address: _____

DESCRIPTION OF RECORDS:

Case / Incident #: _____ Date / Location of Incident: _____

Name of Involved Party: _____

Additional Information:

Fees (Permitted by ORS 192.440-4)

Printing of Full Color Photos \$5.00 per photo
Full Case Report Copy \$8.00 first page + 0.50 each additional page
Incident Only Copy \$4.00 first page + 0.50 each additional page
Research Fee \$25.00 per hour (15 minute increments)

Cost of Request: _____

Signature of Requestor: _____ Date: _____

Employee Signature: _____ Date: _____

Records Dispersed: _____ In Person _____ Mail _____ Fax _____ Email