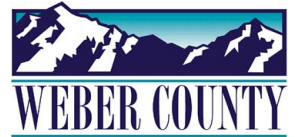


Alan D. McEwan, CPA
Weber County Clerk/Auditor
2380 Washington Blvd., #320
Ogden, UT 84401-1456
Phone (801) 399-8400
Fax (801) 399-8300



Weber County Request for Records

PLEASE PRINT:

Requestor's Name: _____

Address: _____

_____ # and Street City State Zip

Daytime telephone # where you can be contacted: _____

Clear description of record sought: _____

I would like to view/inspect the record.

I would like to receive copies of the record. I understand that Weber County may charge a fee for copies or records and that copies will be provided subject to fees being paid. I authorize costs of up to \$_____. If costs are greater than amount I specified, I understand that the office will contact me for approval prior to processing the request.

Requestor's Signature Date

Request Accepted By Date

Request Approved By: _____ Date: _____

Comments: _____
 Requestor notified that the office does not maintain the requested record(s), and if known was also notified of the department that maintains the record. The request was forwarded to _____ department for processing on _____, 200__.

Extension of time for extraordinary circumstances. Required notice sent on _____, 200__.

Cost authorization obtained from requestor on _____, 200__.

Cost: \$ _____. If waived, approved by _____.

Records Accepted By : _____ Date: _____

Fees Collected By: _____ Date: _____

Comments: _____
