

# ECHOLS COUNTY, GEORGIA

## REQUEST FOR PUBLIC INFORMATION

I, the undersigned, hereby request the following described public records of Echols County, Georgia, to promptly produce said records for inspection and/or duplication. I understand there may be charges assessed for duplication or access to such records and Echols County, Georgia may require prepayment prior to preparation of the requested copies of such record. General Services Commission charge schedule: 1-3 pages (no cost); 4-40 pages (.25 each per page); 41 pages & up (.10 each per page); copies of budget (12.00 each).

## OPEN RECORDS REQUEST

NAME: (Please circle one (Mr., Mrs., Ms.):

\_\_\_\_\_

ADDRESS: (Please include Box and Suite #'s):

\_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

**PLEASE LIST ALL DOCUMENTS THAT YOU ARE REQUESTING**

**(Be specific regarding dates, time period, and name(s). (Be sure to request documents; NOT ask questions)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_