

Ground Squirrel Hollow Community Services District
5915 Silverado Place
Paso Robles, CA 93446
www.groundsquirrelhollowcsd.org
(805) 238-7040

REQUEST FOR RECORDS

The California Public Records Act (Government Code 6250, et seq.) was enacted to ensure public access to public records. This form will enable us to accurately and efficiently fill your request.

Copies are \$0.10 per page. If the request involves substantial research or time in gathering the requested information, you may be charged for staff time at a rate of \$15.00 per hour.

Name of Person Making Request: _____

Date of Request: _____

Description of Requested Material: _____

Name of Staff Completing Request: _____

Date Completed: _____ Time Spent: _____

Charge (if any): _____

Method of Distribution:

- Email (provide email address)
- US Mail (provide address)
- Fax (provide fax number)
- Will pick up