

GARFIELD COUNTY SHERIFF'S OFFICE RECORDS REQUEST FORM

PLEASE NOTE:

- Private, protected or controlled records will only be released to the person listed as the Subject of the record. Subject of the Record is the victim, suspect or other as defined in Utah GRAMA section 63G-2-202.
- The Garfield County Sheriff's Office will have up to 10 business days from the submission of this form to release the record to you.
- Toxicology results may only be released to the following:
 - o the subject of the record
 - o an attorney who has been retained by the subject of the record; or
 - another governmental agency, provided that they will be used for a purpose for which they were collected

Identification must be provided prior to release of a protected or private record pursuant to Utah Code Ann. 63G-2-202

FEES:

The current fee schedule for reports is as follows:

Black & White Copies

- \$10.00 for 1-10 pages
- \$0.25 / page ever page thereafter

Color Copies

- \$.50 per page for color copies

DashCam Video/DVD

- \$25.00 per video/DVD or USB Thumb drive
- \$25.00 per body cam video

Photos

- \$25.00 for a CD
- \$2.00 per printed page

Pursuant to Utah Code Ann 63G-2-203(4), I am requesting a waiver of costs for the following reason

APPLICANT INFORMATION

Please Print:	(Please Check One)
Name: _____	Status N/A - public record.
Address: _____ _____	I am the subject of the record.
Email: _____	I am the parent / legal guardian of a minor who is the subject of the record.
Telephone: _____	I am the provider of the information.
Date: _____	I have power of attorney or notarized release from the subject of record or provider of the information.
	I have a legislative Subpoena or Court Order.
	Other: Specify- _____
<i>I understand I may be responsible for actual costs associated with providing this information.</i>	
Signature _____	

Description of Record(s) Requested or Case Number <u>(must be described specifically)</u>

Record Request Forms are Public Documents	
<u>For Official Use Only:</u>	
Classification of Record Requested:	County Response to Record Request:
_____ Public	_____ Released on:
_____ Private	_____ Denied (see attached)
_____ Protected	_____ Request for Extraordinary Circumstances (see attached)
_____ Controlled	
Fee Charged: _____	Signature of Record Provider _____