



REQUEST FOR PUBLIC RECORDS

In accordance with Section 14-2-1 NMSA 1978, as amended, I would like to inspect and/or copy the following documents: (Please list records with reasonable particularity)

Public Records will be available from 8:00 a.m. to 5:00 p.m. on normal business days. Original records may not be removed from the agency's office. The agency may charge reasonable fees for copying records. The fee may not exceed \$1.00 per page.

Name of Requestor

Date

Signature

Telephone Number

Address

FOR DEPARTMENT USE ONLY

<p>The request to inspect public records is:</p> <p>Approved _____</p> <p>Disapproved for the following reason(s):</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>3 Day Deadline: _____</p> <p>15 Day Deadline: _____</p> <p>Dated Completed: _____</p> <p>No. of Copies _____</p> <p>Cost _____</p>
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