

**CITY OF WOODLAND HILLS GRAMA REQUEST FOR RECORDS**

**NAME:** \_\_\_\_\_  
**ADDRESS:** \_\_\_\_\_  
**CITY, STATE, ZIP:** \_\_\_\_\_  
**TELEPHONE:** \_\_\_\_\_

**DESCRIPTION OF THE RECORDS SOUGHT:**

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

- \_\_\_\_\_ **I WOULD LIKE TO INSPECT THE RECORDS.**  
\_\_\_\_\_ **I WOULD LIKE COPIES OF THE RECORD. FEES APPLY.**  
\_\_\_\_\_ **COPY FEE IS \$.25 PER SHEET.**  
\_\_\_\_\_ **RESEARCH FEE IS \$25.00 PER HOUR, 1-HOUR MINIMUM.**

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

Date Received: _____
Date Completed: _____
Invoice Amount: _____