



Public Records Request Form (For Idaho Residents)

Date of Request: _____

Requester's Full Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Phone Number: _____

Date Range of Records Requested: _____

Description of Records Requested:

I am requesting inspection only I am requesting copies (electronic or paper, if available)

Format Preference (if available): PDF Printed Copies Other

Declaration of Residency:

I declare under penalty of perjury that I have been domiciled in Idaho for at least thirty (30) consecutive days prior to this request. If applicable, I also declare that I am submitting this request as a domestic entity as defined by Section 30-21-102, Idaho Code.

Signature: _____