

**CITY OF GRIDLEY**  
**PUBLIC RECORDS REQUEST**

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www.gridley.ca.us

PUBLIC RECORDS REQUEST				
DATE	TIME	NAME OF PERSON REQUESTING PUBLIC RECORDS		
RECEIVED BY		ADDRESS		
DIRECTED TO		CITY	STATE	ZIP
DUE DATE	REVIEW/PICK UP DATE	PHONE	FAX	
REQUESTED BY:		DATE:		

Please allow 10 days to respond to this request. (California Public Records Act, Gov. Code 7922.535)

PUBLIC RECORDS BEING REQUESTED			
COPY	REVIEW	PUBLIC RECORD*	PERIOD OF INTEREST (DATES)

\*Naming specific documents will expedite this request.

FOR INTERNAL USE ONLY	
COMMENTS:	
NUMBER OF COPIES:	COST (\$1.00 FIRST PAGE, \$.10 PAGE THEREAFTER)
PROCESSED BY:	DATE:

Pursuant to Government Code Section 7922.500, the City of Gridley has the right to an extension of fulfillment and reasoning will be provided in writing.

Form Updated 9/25