TOWN OF CLARKDALE
Non-Commercial
Public Records Inspection and Copy Request

Name: ___________________________ Phone: __________ Fax: ______________
Address: _______________________________________________ Email ______________
Applicants Signature: ___________________________________ Date: ____________________

Non-Commercial $0.25 per copy §39-121.01-D1
Photocopies of public records for non-commercial use (includes time, personnel and equipment cost, but does
NOT include personnel time for searching for documents). This fee will not be charged for copies required to
be free by A.R.S. § 39-122(A)- those records concerning “a claim for a pension, allotment, allowance,
compensation, insurance or other benefits which [are] to be presented to the United States or a bureau or
department thereof. See page 2 for instructions

Commercial
Reproductions of records for Commercial Use, defined by A.R.S. § 39-121.03(A) will be determined according
to A.R.S. § 39-121.03(D). See Commercial Public Record Request. See page 2 for instructions

Requested Documents/Information for ☐ Inspection or ☐ Reproduction
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

Town Only
Date of Request: __________ Received by: ______ Assigned to Department: __________
Request fulfilled date: __________ Delivered by: Mail ☐ Fax ☐ Pick Up ☐ Other ______
Copies- # of Pages _____ $0.25 per page Total Charges: _____________________________
Amount Received: __________ By: ______ Media Format: ________________________

Disclaimer- Indemnification
Requester understands and agrees that the Town of Clarkdale does not guarantee the
accuracy of the data and information requested and hereby expressly disclaims any
responsibility for the truth, lack of truth, validity, invalidity, accuracy, inaccuracy of any
said data and information. Requester/Purchaser accepts responsibility for
Requester/Purchaser’s unauthorized use or transmission of any such data or information
in its actual or altered form.