



Bennett-Watkins Fire Rescue

District Office: 303-644-3572 Fax: 303-644-3401

355 4th Street, Bennett, CO 80102

Email: Info@BennettFireRescue.org

"Striving to Preserve Life and Property"

PUBLIC RECORD REQUEST

Name: _____ Date: _____

Address: _____ City: _____

State: _____ Zip Code: _____ Daytime Phone: _____

E-mail Address: _____ FAX Number: _____

Hard Copies Requested Yes [] No []

Electronic Copies Requested Yes [] No []

INSTRUCTIONS

Please indicate the information desired and/or list each requested document. ***Please be as specific as possible.*** _____

Pursuant to §24-72-203 C.R.S. three (3) working days may be allowed for a search of the records. This may be extended by seven (7) working days for extenuating circumstances, to include the records being in active use, in storage or otherwise not readily available.

REQUEST MAY BE FAXED TO: 303-644-3401, Attention: District Office / Administration

Or Email: correnlind@bennettfirerescue.org

[Please note – all faxed or emailed requests must be followed up with a phone call to be sure it was received.]

Charges:

_____ copies x \$0.25 per page = _____

_____ hours of research x \$41.37 per hour (after 1st hour) = _____

_____ hour) = _____

Total = \$ _____

Staff Use Only

Date Received: _____ Time Received: _____

Date Completed: _____ Time Completed: _____ Completed By: _____

Summary of Response: _____

