City of Plymouth, California

PUBLIC RECORDS REQUEST

NAME: _____ **DATE:** _____

ADDRESS: _____**PHONE:**_____ **EMAIL:** _____

DESCRIPTION:

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In accordance with California Government Code Section 6250 and following the California Public Records Act, or the "CPRA". The CPRA requires that public agencies make reasonably identified, non-exempt public records available for inspection or provide copies upon payment of the direct costs of duplication.
The CPRA obligates a public agency, within 10 days of receipt of a request, to determine whether the request seeks copies of disclosable public records and to notify the person making the request of the determination and the reasons therefore (Cal. Gov. Code § 6253(c)).

SIGNATURE: _____

9426 Main Street; P. O. Box 429; Plymouth, CA 95669