



# TAHOE CITY PUBLIC UTILITY DISTRICT

## Public Records Request Form

This form is provided to help District staff respond to records requests as promptly and efficiently as possible. You are not required to use this form; any format may be used. Direct all requests to Terri Viehmann, District Clerk, at [tviehmann@tcpud.org](mailto:tviehmann@tcpud.org) or (530) 580-6052. You will be notified within 10 days of the status of your request.

Date \_\_\_\_\_

Name \_\_\_\_\_

Organization (if any) \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Records Being Requested (please be specific and use a separate sheet if needed):

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I would like the above records (please check one):

- Copied (Price is .13 per page. Large requests may require advance deposit.)
- If available, provide in electronic format
- Assembled for inspection (Someone will contact you to schedule an appointment)

\_\_\_\_\_  
Signature