



Yuma County Conservation District

247 N. Clay Street
Wray, CO 80758
970-332-3107

COLORADO OPEN RECORDS REQUEST

Request for Records Application

Name: _____ Phone Number: _____
Address: _____ E-Mail: _____
City: _____ State: _____ Zip: _____

Preferred Delivery Method

US Mail _____ E-Mail _____ In Person _____

Records Requesting:

Charges: _____ 8 ½ " x 11" pages X .25 per page \$ _____
_____ hours X \$33.58 per hour (1st hour no charge) \$ _____
Actual cost charges for maps, oversized copies, etc. (see invoice
for specific charges) \$ _____
Total Due \$ _____

Notifications and Signatures

Signature of Requestor: _____ Date: _____
Signature of Custodian of Records: _____ Date: _____
Date notified of records ready (within 3 business days): _____ Via: _____
Date notified of extenuating circumstances (within 3 business days): _____ Via: _____
Date notified of records ready (within 7 business days): _____ Via: _____
Signature of Requestor of records received: _____
Records sent via: US Mail _____ Email _____ In Person Date _____
(attach documentation if sent via US Mail or E-Mail)