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Governor

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Public Records Request Form

Please type or print clearly. You may submit this form by email to PRR@azwater.gov or by mail to the address printed on this letterhead.

Requester Name: _____ Email: _____

Requester Company: _____ Phone: _____

Requester Address: _____

Production costs of records: Photocopy: \$0.25 per printed side. Microfiche: \$0.30 per page. CD: \$5 per CD plus any necessary scanning costs. DVD: \$10 per DVD plus any necessary scanning costs. Certified Copy: \$5.00 per page of certification.

Request description, i.e. ADWR file number(s):

Are the requested records in response to a Legal or Public Notice?

- Yes No
- If yes, date objection or comments are due: _____

Would you like the records to be certified?

- Yes (additional fees will apply) No

How would you like to receive your records?

- Scan and send digitally. Print and Mail to me (fee may apply)
- Scan and Mail CD/USB (fee may apply) Inspect records in person at ADWR

Responsive records may result in original material. By signing below, I acknowledge my responsibility not to deface, alter or manipulate these records in any way. Once available, responsive records can be reviewed, by appointment, on site at 1110 W Washington St, Suite 310, Phoenix, AZ 85007. Appointments will be coordinated by the Public Records Coordinator.

Signature: _____ Date: _____