



CITY OF BAKER CITY PUBLIC RECORDS REQUEST FORM

Date of Request: _____

I, _____, am requesting the following public record (s)
(Print Name)

from the City of Baker City:

1. _____
2. _____
3. _____

I understand ORS 192 contains exemptions to the public records law and authorizes the City to adopt reasonable rules necessary to protect the records and permit the custodian of public records to carry out regular duties. Upon receipt of this written request, I understand that the City will determine whether the requested record is exempt from disclosure within a reasonable amount of time.

Address

Phone Number

Signature

For Office Use Only:

Date Received Request: _____ Date of Response: _____ By: _____

Comments: _____

Type of Request	Cost per page	# Pages/Hours	Total Cost
Photo copies (8 1/2" x 11")	\$0.25		
Photo copies (8 1/2" x 14")	\$0.50		
Public records requests retrieval per hour	\$26.00 per hour plus \$0.25 per page		
Copy of audio/video Record	\$5.00		
Budget or audit book copy	\$25.00		
Comprehensive plan	\$10.00		
Tree planting guide	\$2.00		
Zoning map 11" x 17"	\$2.00		
Zoning map 24" x 36"	\$10.00		
Baker City map 11" x 17"	\$2.00		
Baker City map 24" x 36"	\$5.00		
Larger maps: black & white	\$1.00 per square foot		
Larger maps: color	\$2.00 per square foot		
Development code book	\$25.00		

TOTAL COST _____