



# HIGHLANDS FIRE DISTRICT

3350 Old Munds Hwy  
Flagstaff, AZ 86005

Phone: (928) 525-1717 ♦ Fax: (928) 525-2802

Email: [info@highlandfire.org](mailto:info@highlandfire.org)

## PUBLIC INFORMATION REQUEST FOR A NON-COMMERCIAL PURPOSE

### Pursuant to Arizona Revised Statutes §39-121.03

Any person may request to examine or be furnished copies, printouts or photographs of any public record during regular office hours or may request that the custodian mail a copy of any public record not otherwise available on the public body's website to the requesting person.

### Public Record request for a non-commercial purpose:

\_\_\_\_\_  
*Type of Record - provide as much information about the requested record as possible*

\_\_\_\_\_  
*Date of Record*

\_\_\_\_\_  
*Purpose for Requesting Record*

If the document is determined to be a disclosable public record, a copy will be released as soon as possible. How would you like to receive the requested record?

- Will pick up     Mail     Email

**Fees** - Any person may examine any public record during regular office hours free of charge. A fee for copying and/or postage may be charged and must be paid in advance. The cost for hard copies is \$.25 per page plus actual costs of postage or \$.25 per page for fax. Generally, copies of reports for district residents and governmental agencies are gratis.

**Verified Statement** - I hereby agree that the public records that I have requested are not for a "commercial purpose" as defined by ARS §39-121.03. I agree that public records will not be transmitted or sold to any person for a commercial purpose. By signing below, I also agree to hold the Highlands Fire District harmless for any inaccurate or incomplete information which may be received.

**Disclaimer/Indemnification** - Requester/Purchaser understands and agrees that Highlands Fire District does not guarantee the accuracy of the data and information requested and hereby expressly disclaims any responsibility for the truth, validly, invalidly, accuracy, inaccuracy of any data and information. Requester/Purchaser agrees to indemnify Highlands Fire District, their officers and employees from any liability which may arise from any such data or information in its actual or altered form.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Address*

\_\_\_\_\_  
*Phone*

\_\_\_\_\_  
*City/State/Zip*

\_\_\_\_\_  
*Email*