

GRAMA REQUEST FOR RECORDS

To Heber City:

I hereby request access to the following records (must be described with reasonable specificity):

I believe that these records are maintained by the **Heber City Police Department**.

- I would like to inspect the records.
- I would like to receive a copy of the records. I understand that I will be responsible for costs associated with locating and copying these records. I authorize costs of up to \$ _____
- I would like to receive a copy of the records and request a waiver of costs because:

- ___ Release of the records primarily benefits the public rather than me.
- ___ I am the authorized representative of the subject of the record.
- ___ My legal rights are directly affected by the record and I am impecunious.
(Please attach information supporting your request for a waiver of fees.)

If the request records are not public, I am entitled to have access to them because:

- I am the subject of the record
- I am the person who provided the information.
- I am authorized to have access by the subject of the record or by the person who submitted the information. (Please attach documentation required by U.C.A. 63-2-202.)
- Other.
Explain _____

- I am requesting an expedited response. (Please attach information that shows your status as a member of the media and a statement that the records are required for a story for broadcast or publication; or please attach other information that demonstrates that you are entitled to expedited response under U.C.A. 63-2-204 (3).)

My name is: _____

My address is: _____

City, State, Zip Code: _____

I can be reached at the following telephone number(s) during business hours: _____

Signature

Date

Approved by the Heber City Attorney:

Signature

Date