

City of Peck  
 120 West Howard Street  
 Post Office Box 105  
 Peck, ID 83545  
 (208) 486-7791  
 cityofpeck@qroidaho.net



**Request for Public Records**

Public records must be officially requested using this form. If more than three (3) business days are needed to locate or retrieve the records, you will be notified and the information will be provided in ten (10) business days. If labor required to complete this request exceeds two (2) hours and copies exceed 100 pages, costs will be associated.

Date of Request	
Requestor's Name	
Mailing Address	
Phone Number	
Email Address	

Pursuant to Idaho Code § 74-102, I hereby request:

- To examine the records listed below.
- To receive a copy of the records listed below in (check one)
  - Electronic format
  - Printed format

Records Requested: (please include date ranges if applicable)

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I acknowledge by my signature that the records sought by this request will not be used for a mailing list or telephone list as set forth in Idaho Code § 74-120.

Requestor's Signature

Date

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**For Official Use Only**

Date and Time Received	
Received by	
Date Completed	
Examined:	
Picked Up:	
Emailed:	

\_\_\_\_\_  
City Clerk/Treasurer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Time