



**CITY CLERK'S OFFICE**  
 5220 Santa Ana Street, Cudahy, CA 90201  
 Phone: (323) 773-5143 Fax: (323) 771-2072

**Public Records Request**

Upon receipt of a request for City records, City staff shall determine within ten (10) days, if the records are public and available within the City's records system and notify the requestor of such determination.

Please complete this form and deliver in-person, fax, mail or email to [cityclerk@cityofcudahyca.gov](mailto:cityclerk@cityofcudahyca.gov)

*The City's standard copying fee is 25¢ per page. Additional charges may apply. (Documents requested pursuant to the Political Reform Act (i.e. Form 700 and Campaign Contribution Disclosure Statements, are 10¢ per page.*

Requestor (print name) \_\_\_\_\_ Email \_\_\_\_\_

Address (optional) \_\_\_\_\_ Phone \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Services Requested:**

- |  |                                      |
|--|--------------------------------------|
| <input type="checkbox"/> Inspection Only     | <input type="checkbox"/> Copies      |
| <input type="checkbox"/> Inspection & Copies | <input type="checkbox"/> Other _____ |

**Description of Request** (be as specific as possible):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*For Office Use Only*

Request submitted by:  Walk-in  Mail  Fax  Email

Request received by: \_\_\_\_\_

10 day deadline: \_\_\_\_\_ 14-day deadline: \_\_\_\_\_ Date Completed: \_\_\_\_\_