



Phone: 801-214-8023 Email: information@magnacity.org
GRAMA—RECORD REQUEST

Name of Requestor: _____ Email: _____

Business Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Daytime phone number where you can be contacted if necessary: _____

Please note: State law does not require any agency to create any record to fulfill a request. GRAMA applies only to existing records.

In some cases, you may need to provide a social security number or other personal identifier to retrieve records. In the case of a request for medical records, the agency may require you to complete a HIPAA release.

DO NOT include your social security number on this form. If it is needed, the agency will provide a separate method for you to provide the number.

Description of records requested (Be as specific as possible; type of records, subject, year or dates wanted)

Check appropriate request:

I would like to view/inspect the records.

I would like to receive copies of the records. I understand that I will be responsible for copy costs. I authorize costs of up to \$_____. I understand that prepayment of copies over \$50.00 may be required and that I will be contacted if estimated costs are greater than the above-specified amount.

I would like to receive copies of the records and request a waiver of copy cost under UCA 63G-2-203 (4). Supporting documentation is attached.

If the requested records are not public, please explain why you believe you are entitled to access:

I am the subject of the record. *Rt guspv'rj qv'lf gpv'Wkecvkqp+

I am the person who submitted the record. *Rt guspv'rj qv'lf gpv'Wkecvkqp+

I am authorized to access the record by the subject of the record.

*Cwcej 'pqwt kl gf "SEqpugpv'ltt "Tgrgcug'qhl'kplhto cvkqp\$'lqt o and present photo identification0+

Other (please explain): _____

I am requesting expedited response as permitted by UCA 63G-2-204(3)(b). "

*Rrgcug" cweej 'kplhto cvkqp'ij qy kpi 'lnc'wu'cu'c'o go dgt 'qhl'ij g'o gf kc'c'pf "c'lnc'igo gpv'ij cv'ij g't geqtf u ct g't gs wkt gf 'lqt "c"uqt { "lqt "dt qcf ecw'qt "r wdrkecvkqp." qt "qvj gt "kplhto cvkqp" f go qpuat cvkpi gpv'krgo gpv'vq" cp "gzr gf kxgf 't gur qpug0+!"

Signature

Date