

If request is for personal use, skip to Section 4.

Section 3: Purpose of Use

If you are submitting a request for a commercial purpose, you must disclose this pursuant to A.R.S. §39-121.03. Please note that a commercial fee may apply. For the purposes of this section, "commercial purpose" means the use of a public record for the purpose of sale or resale or for the purpose of producing a document containing all or part of the copy, printout or photograph for sale or the obtaining of names and addresses from public records for the purpose of solicitation or the sale of names and addresses to another for the purpose of solicitation or for any purpose in which the purchaser can reasonably anticipate the receipts of monetary gain from the direct or indirect use of the public record.

How will the record be used for COMMERCIAL use? _____

A person who obtains a public record for a commercial purpose without indicating the commercial purpose or who obtains a public record for a noncommercial purpose and uses or knowingly allows the use of such public record for a commercial purpose or who obtains a public record from anyone other than the custodian of such records and uses it for a commercial purpose shall in addition to other penalties be liable to the State of Arizona or City of Tombstone for damages in the amount of three (3) times the amount which would have been charged for the public record had the commercial purpose been stated plus costs and reasonable attorney fees or shall be liable to the State of Arizona or City of Tombstone for the amount of three (3) times the actual damages if it can be shown that the public record would not have been provided had the commercial purpose of actual use been stated at the time of obtaining the records. A.R.S. §39-121.03(C).

Section 4: Affirmation of Requestor

I, _____, certify that I will be using the requested records for
☐ PERSONAL/ ☐ COMMERCIAL purposes.

I understand and agree that the City of Tombstone will attempt to promptly provide the requested public records which are available for inspection, subject to the availability of resources and any difficulties in locating these records. Certain records, or portions of them, may not be subject to public disclosure due to legal privileges, confidentiality, or other legal restrictions. A fee of \$0.25 per page will be charged for any copies are provided. All fees for copying and mailing the requested records, must be paid before the records are released.

Signature _____ Date: _____

Physical Address: _____

Phone #: _____ Email: _____

☐ I would like pick up the requested records.

☐ I would like the requested records to be mailed

Office Use Only

Request: ☐ APPROVED ☐ DENIED

City Clerk Signature: _____

Completed by: _____

Date Complete: _____

Number of Pages _____

Amount Owed: _____