



ELBERT FIRE PROTECTION DISTRICT

P.O. BOX 98, 24310 Main Street

Elbert, CO 80106

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www.elbertfire.org

PUBLIC RECORD REQUEST

In accordance with the [Colorado Open Records Act \(CORA\)](#), Elbert Fire Protection District is happy to assist with requests for public records. As permitted under Colorado State Law, EFPD charges fees for CORA requests. Records will not be charged a fee when the processing time to fulfill the records requests takes less than one hour. When processing time takes more than one hour, fees may be charged. In addition, fees may be charged for extraordinary expenses in certain circumstances. If the expected fees exceed \$100, EFPD may require a 100% deposit of the expected fees to be made before responding to the request. Once all submitted forms are confirmed, every effort is made to respond to your request within three business days. This may be extended by seven business days for extenuating circumstances, to include the records being in-active, in storage or otherwise not readily available.

Full Name:	Date:
Address:	
City, State, Zip:	
Phone:	Email:

I request that a copy of the following document(s) or document(s) containing the following information be provided to me. Please identify the document(s) or information as specifically as possible.

By signing below, I agree that the information provided is complete and accurate. I consent to be legally bound by the terms and conditions of this agreement.

Signature: _____

