



**PUBLIC RECORDS REQUEST**  
**Colorado Open Records Act**  
**(C.R.S. Section 24-72-200.1 et. seq)**

NAME \_\_\_\_\_ DATE OF REQUEST \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

**Description of Records Requested:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*[If necessary attach additional sheets to the request.]*

*Please state your request as specifically as possible.*

**Fees**

The St. Vrain Water Authority research and retrieval fee is \$33.58 per hour commencing after the first hour of work. Fees for copies, printouts and photographs are in accordance with C.R.S § 24-72-205, pursuant to which the fee for a copy of a standard page is .25 cents per page and the actual cost of providing a copy in a format other than a standard page.

**Select the method you desire for inspection of the responsive records:**

\_\_\_ Inspection at Town Hall. To schedule an inspection please contact the Authority Clerk at Firestone Town Hall, 9950 Park Ave, Firestone CO 80504. Inspections are scheduled Mon-Fri, excepting holidays between 8:30 am and 4:30 pm and shall be supervised by the Authority Clerk and it's Officers.

\_\_\_ By USPS mail (requester will be charged the actual cost for all mailing supplies and postage).

\_\_\_ Electronic transmission (requester will not be charged for the transmission of electronic records, however there may be costs incurred in the reproduction of records).

**The Authority recommends that prior to submittal of this form Requestor review the Authority's Public Records Administrative Rules.**

Requester Signature: \_\_\_\_\_ Date \_\_\_\_\_

Staff Signature Received by: \_\_\_\_\_ Date \_\_\_\_\_

**Questions: Contact Authority Clerk, Rusti Roberto / Telephone: 303-531-6272/ PO Box 70, Firestone, CO 80520 / Email: [rusti.roberto@stvrainwaterauthority.com](mailto:rusti.roberto@stvrainwaterauthority.com)**