OWYHEE COUNTY PUBLIC RECORDS REQUEST

Owyhee County Recorder

Idaho Code § 74-102 provides members of the public the opportunity to review, or, obtain copies of certain public documents. In order to best serve the public and expeditiously process your request to review or obtain copies of public records, all requests regarding public records MUST BE MADE IN WRITING.

Please complete this form. All copies made are subject to copying cost which may be required prior to receipt of record(s). We will respond to the request within three (3) business days, if business days are Monday – Friday, 8:30 a.m. to 5:00 p.m. All requests received after normal business hours (excluding holidays) will be deemed received the next business day.

Notice: Records released pursuant to this request are not warranted as to completeness or accuracy. The information provided represents the disclosable information available under Idaho Code Title 74, Chapter 1.

Idaho Code exempts certain documents from public disclosure. You will be notified, if the public records you are seeking to examine are exempt from disclosure.

Mailed requests should be addressed to:

Owyhee County Clerk's Office
PO Box 128
Murphy, ID 83650

Emailed requests should be sent to:

Angie Barkell – abarkell@co.owyhee.id.us

OR

Marcy Peterson – mpeterson@co.owyhee.id.us

- Today's Date: ________________
- Name of Requestor and Agency: ____
- Mailing / Email Address:____
- Contact Number: ____

☐ I wish to merely examine these records.

☐ I wish copies of these records to be

☐ mailed

☐ emailed

Documents Requested:

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Signature: ____

I acknowledge by my signature that the records sought by this request will not be used for a mailing list as set forth in Idaho Code § 74-120.

IDAHO STATE LAW PROHIBITS USE OF DISCLOSED INFORMATION AS A MAILING LIST. Violations are subject to Civil Penalties of up to $1,000 (*Idaho Code* § 74-120)

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Pursuant to Idaho Code § 74-102, you will be notified if there are any fees accumulated with your request