

**RECORDS REQUEST
RURAL WATER DISTRICT #8,
ROGERS COUNTY, OKLAHOMA**

DATE:

[NAME]

[TITLE]

Rural Water District #8

22094 S 4160 Rd

Claremore, Oklahoma 74019

Dear Mr./Ms. :

Under the Oklahoma Open Records Act, Title 51, Sections 24A.1-24A.22, I am requesting that any and all records related to _____ be made available to me for inspection. These records should include, but not be limited to, the following:

I acknowledge that not all government-held information is open to the public. However, the Oklahoma Supreme Court in 2003 said the party claiming non-disclosure carries the burden to prove that an exemption applies. If you claim such an exemption to my request under the Oklahoma Open Records Act, please cite in writing the specific statutory exemption.

I note that Oklahomans "are vested with the inherent right to know and be fully informed about their government" and that the purpose of the Oklahoma Open Records Act is "to ensure and facilitate the public's right of access to and review of government records so they may efficiently and intelligently exercise their inherent political power." Given the intent of the Open Records Act, the Oklahoma Supreme Court said in 1986, government officials must consider in ruling on records requests that "disclosure is to be favored over a finding of exemption."

Please note that I am asking to inspect these records. I reserve, however, the right to request copies when the records are examined at \$.25 per page and \$1.00 per page for certified copies.

The Oklahoma Open Records Act prohibits the charging of a search fee when the release of the "documents is in the public interest, including, but not limited to, release to the news media, scholars, authors and taxpayers seeking to determine whether those entrusted with the affairs of the government are honestly, faithfully, and competently performing their duties as public servants. My request clearly falls within this provision of the Open Records Act and no search fee should be charged for this request.

The Oklahoma Open Records Act requires that public bodies provide "prompt, reasonable access to its records," which Attorney General Drew Edmondson in 1999 defined as meaning "only the time required to locate and compile the public records." Please respond to this request by no later than _____.

Thank you for your cooperation.

Sincerely,

SIGNATURE

PRINTED NAME

DATE

ADDRESS

PHONE: _____

EMAIL _____

REQUEST RCVD BY: _____

DOCS RCVD BY: _____