



## Development Services Department

El Paso County Development Services - 2880 International Circle, Suite 110 - Colorado Springs  
Colorado - 80910

Phone (719) 520-6300 Fax (719) 520-6695 Website [www.elpasoco.com](http://www.elpasoco.com)

### REQUEST FOR PUBLIC INFORMATION

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

Physical Examination of Files  Copies Requested  Manipulation of Data onto CD

Please indicate the information you desire and/or list each requested document or project file number or project name. Please be as specific as possible to avoid delay. Allow three (3) days for a search of the records. Attach a separate sheet if necessary.

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

**COPY CHARGES: \$.25 per page for 8<sup>1</sup>/<sub>2</sub> x 11, legal size and 11 x 17; and \$10.00 per page for full size maps.**

**RESEARCH: Extraordinary requests (searching voluminous or multiple files for specific information, manipulating data, etc.) will be charged at a base rate of \$50 with an additional hourly rate of \$50 per hour.**

**Payment is required upon receipt of documents. Cash or checks made payable to *EL PASO COUNTY* will be accepted.**

**I acknowledge and agree to the above terms:**

\_\_\_\_\_  
SIGNATURE

#### CHARGES

copies @ \$.25 per page	
copies @ \$10.00 per page	\$ _____
CD's @ \$12.00 per disk	\$ _____
Research: Base Rate	
No. of hours _____ x \$50	
Total Charges	\$ _____ 50.00
	\$ _____
	\$ _____

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