



Valley Regional Transit 700 NE 2 nd St. Ste. 100 Meridian, ID 83642	Phone: (208) 345-7433 Fax: (208) 846-8564
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Valley Regional Transit Public Records Access/Research Request

Please submit request to: Mark Carnopis, VRT Community Relations Manager. Submit this form in person, by fax (208-846-8564) by regular mail to the address above or via email: mcarnopis@valleyregionaltransit.org.

Date of Request: _____ Time Request received: _____

Name: _____

Address: _____ ZIP: _____

Phone: _____ E-Mail: _____

Requested format for printed information: Paper Electronic: Acrobat@file (.pdf) Electronic: Excel file

Description of Information Requested:

Results/Findings

The Idaho Public Records Act (Idaho Code 9-337 through 9-350) allows three working days to grant or deny a records request (from the date of the receipt of the request).

Requestor's signature

Date

For Office Use Only			
Verbal Response _____	Documents Copied: _____	Written Report: _____	Date completed: _____
Number of pages: _____	Cost of Copies: _____	Time required to complete report: _____	
Staff Providing Information: _____			