



Colorado Open Records Act (CORA) Request Form

I wish to make a formal request for a public record(s) under the Colorado Open Records Act (CORA) C.R.S. 24-72-201. I understand that this request and CORA itself does not necessarily allow me to obtain all records I am asking for and that some information may be redacted in accordance with the law. I also understand this request may require payment to the Pueblo County Clerk & Recorder. The research, retrieval, and review fee for CORA requests is \$41.37 per hour after the first free hour. Photocopies or printouts are \$0.25 per page for standard size, or actual cost for larger documents. Response time for lawful requests is 3 business days unless extenuating circumstances exist. Requests received after 3PM during standard business hours or on any day outside of standard business hours will be considered received on the next business day.

My Contact Information (please print)

Name _____ Phone Number _____

Address _____

Email Address _____

My Request is regarding the following (select all that apply):

- Election Recording Other
 Motor Vehicle Clerk to the Board

Description of Request:

I would like to receive my request by (please select one): Email Mail In-Person

Signature _____ Date _____

Initial if received in person _____ Date _____

For Office Use Only

Request Received by _____ Date _____

Request Completed by _____ Date _____

Request Delivered Via Email _____ Mail _____ In Person _____

Fee Amount \$ _____ Collected _____ Waived _____ Waived by _____

Paid in Cash _____ Check _____ Credit Card _____