



Hungry Horse County Water & Sewer District

528 Colorado Boulevard, Hungry Horse, MT 59919 | 406-387-5694

REQUEST FOR PUBLIC RECORDS

I , (applicant), do hereby make application for inspection, and/or copying of the following records of the Hungry Horse County Water & Sewer District.

(Please be as specific as possible in your request to assist staff in locating the records as quickly as possible. A part-time employee fulfills all requests and will respond as quickly as possible.)

Applicant: **Date:**

Address:

Email: **Phone:**

Signature:

By submitting this public records request, you are submitting an application for inspection and/or copying of the following public records from the Hungry Horse County Water & Sewer District.

INTERNAL USE ONLY: To Applicant: The above requested records are (check one)

- Available for inspection in the office of the Water District immediately upon processing your request.
- To be copied at your expense and available to you on (date).
- In storage/use and not available for inspections/copying at this time. Reapply for these records after (date).
- Items not subject to disclosure pursuant to Montana Public Records Statutes.*
- Not accessible due to vagueness of request. More information required.
- Available in an electronic format and emailed (date).

TOTAL NUMBER OF COPIES OR PAGES: PER PAGE CHARGE: 25¢ TOTAL CHARGE:

Payment required at the time of receipt or before if digital copies are requested.

NOTES:

*Montana Public Records Act 2-6-1001 at seq., MCA, Article II, Sec. 9, Mont. Const., And Title 44, Ch. 5, Part 3, MCA.