JANICE K. BREWER
Governor

HERBERT R. GUENTHER
Director

ARIZONA DEPARTMENT OF WATER RESOURCES

3550 North Central Avenue, Second Floor
PHOENIX, ARIZONA 85012-2105

(602) 771-8500

PUBLIC RECORDS REQUEST FORM

Office of Assured & Adequate Water Supply
602-771-8599 (phone)
602-771-8689 (fax)
Email: assuredadequate@azwater.gov

Please type or print clearly.

Name of person requesting information: _____

Company or group representing: _____

Mailing address: _____

E-mail Address: _____ Phone: _____ Fax: _____

____ Record inspection ____ Paper copies

For record inspections: The information requested may be original material. By signing below, I acknowledge my responsibility not to deface, alter or manipulate these public records in any way.

Reproduction charges: Photocopy, $0.25 per printed side; microfiche copy, $0.30 per page; certified copy $2.75 per page; CD, $5 plus any necessary scanning costs ($0.25 per scan); DVD, $10 plus any necessary scanning costs ($0.25 per scan). For maps, please see the prices on our website.

ADWR file number(s) or description of information you are requesting:

_____

_____

_____

_____

Check One:

___ The requested public records will **not** be used for a commercial purpose, as defined in A.R.S. § 39-121.03(D). (See Page 2.)

___ I certify that the following statement setting forth the commercial purpose for which the above-requested public records will be used is true, correct and complete:

_____

_____

Signature: _____ Date: _____

A.R.S. § 39-121.03. Request for copies, printouts or photographs; statement of purpose; commercial purpose as abuse of public record; determination by governor; civil penalty; definition

A. When a person requests copies, printouts or photographs of public records for a commercial purpose, the person shall provide a statement setting forth the commercial purpose for which the copies, printouts or photographs will be used. Upon being furnished the statement the custodian of such records may furnish reproductions, the charge for which shall include the following:

   1. A portion of the cost to the public body for obtaining the original or copies of the documents, printouts or photographs.
   2. A reasonable fee for the cost of time, materials, equipment and personnel in producing such reproduction.
   3. The value of the reproduction on the commercial market as best determined by the public body.

B. If the custodian of a public record determines that the commercial purpose stated in the statement is a misuse of public records or is an abuse of the right to receive public records, the custodian may apply to the governor requesting that the governor by executive order prohibit the furnishing of copies, printouts or photographs for such commercial purpose. The governor, upon application from a custodian of public records, shall determine whether the commercial purpose is a misuse or an abuse of the public record. If the governor determines that the public record shall not be provided for such commercial purpose the governor shall issue an executive order prohibiting the providing of such public records for such commercial purpose. If no order is issued within thirty days of the date of application, the custodian of public records shall provide such copies, printouts or photographs upon being paid the fee determined pursuant to subsection A.

C. A person who obtains a public record for a commercial purpose without indicating the commercial purpose or who obtains a public record for a noncommercial purpose and uses or knowingly allows the use of such public record for a commercial purpose or who obtains a public record for a commercial purpose and uses or knowingly allows the use of such public record for a different commercial purpose or who obtains a public record from anyone other than the custodian of such records and uses it for a commercial purpose shall in addition to other penalties be liable to the state or the political subdivision from which the public record was obtained for damages in the amount of three times the amount which would have been charged for the public record had the commercial purpose been stated plus costs and reasonable attorney fees or shall be liable to the state or the political subdivision for the amount of three times the actual damages if it can be shown that the public record would not have been provided had the commercial purpose of actual use been stated at the time of obtaining the records.

D. For the purposes of this section, "commercial purpose" means the use of a public record for the purpose of sale or resale or for the purpose of producing a document containing all or part of the copy, printout or photograph for sale or the obtaining of names and addresses from public records for the purpose of solicitation or the sale of names and addresses to another for the purpose of solicitation or for any purpose in which the purchaser can reasonably anticipate the receipt of monetary gain from the direct or indirect use of the public record. Commercial purpose does not mean the use of a public record as evidence or as research for evidence in an action in any judicial or quasi-judicial body.