



# Open Records Request Form

Fill out the Open Records Request form below to request public information. Please email completed form to [office@pecangrovefire.org](mailto:office@pecangrovefire.org)

**Please input your contact information below. Required fields are marked with an asterisk (\*).**

\* Name: \_\_\_\_\_

Company/Organization: \_\_\_\_\_

\* Mailing Address: \_\_\_\_\_

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

\* E-Mail Address: \_\_\_\_\_ (E-Mail is the preferred form of communication.)

\* Phone Number: \_\_\_\_\_

**\*Please provide the complete name(s) of the report or information you are inquiring about, including any additional information which will enable the PGFD administration to perform a more comprehensive search:**

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All records are available for public view unless one of the exceptions to disclosure listed in the Public Information Act applies. Government Code Chapter 552 - Public Information, lists the exceptions. Some types of information that may be kept confidential include:

- Private, personal information such as certain financial or medical information;
- Certain law enforcement information, which may include the identity of informers;
- Complainant's identity;
- Some information related to ongoing litigation;
- Proprietary information submitted by regulated entities;
- Attorney-client (privileged).