



TIFT COUNTY SHERIFF'S OFFICE
 PUBLIC INFORMATION SERVICES
 P.O. BOX 46
 TIFTON, GEORGIA 31793-0046
 PHONE: 229-388-6031
 FAX: 229-388-6200

REQUEST FOR PUBLIC RECORDS

Today's Date: _____

Name of Requestor: _____

Address of Requestor: _____

City, State, Zip: _____

Daytime Phone #: _____ Cell Phone/Other #: _____

Pursuant to O.C.G.A. 50-18-70 et seq., I am formally requesting to inspect certain public records. In particular, records requested for inspection are;

(Note: please be as specific as possible; such as info or ID data on parties involved, date of incident, location of where the incident occurred, was an arrest made, etc...)

Date records are requested to be made available: _____

I agree to pay any copying and/or administrative costs incurred in fulfilling my requests to the extent permitted by Georgia Law. Such costs may include copying charges of \$0.10 per page and administrative charges for search, retrieval, and other direct administrative costs, such administrative charges not exceed the salary of the lowest paid full time employee who, in the discretion of the custodian of records, has the necessary skill and training to perform the request. (The requestor is not charged for the first fifteen minutes of time.)

Name (Print): _____

Signature: _____

Please return this form to:
 Tift County Sheriff's Office
 Public Information Officer
 David Haire
 P.O. Box 46
 Tifton, Ga. 31793
david.haire@tiftcounty.org
 Fax: 229-388-6200

<p><i>Internal use only.</i></p> <p>Request received by:</p> <p>_____</p>
