



## DEPARTMENT OF AGRICULTURE WEIGHTS AND MEASURES

**Charlene Carveth**  
Agricultural Commissioner  
Sealer of Weights and Measures

311 Fair Lane  
Placerville, CA 95667  
(530) 621-5520  
(530) 626-4756 FAX

### CALIFORNIA PUBLIC RECORDS ACT REQUEST

Please complete one form for each Public Records Act request. This form may be hand-delivered, mailed or faxed to the above address. You will be advised as to whether or not we have records subject to release within 10 calendar days of receipt of the request. There is a charge of \$0.15 per single-sided page and a \$0.30 charge per double-sided page for copies. The total charge for the copies must be paid to the department prior to the release of the copies. You will be notified of the total cost in advance of copies being made. There are additional charges for copies of information in other forms (i.e., cassette tapes, floppy discs, CD's, etc.)

#### REQUESTOR INFORMATION:

<b>Name of Individual and/or Company Requesting Records:</b>		<b>Date:</b>
<b>Address:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip Code:</b>
<b>Telephone Number:</b>	<b>FAX:</b>	
(     )	(     )	

#### REQUEST FOR RECORDS PERTAINING TO:

<b>Title of Document or Name of Individual and/or Company*:</b>
A. _____
B. _____
C. _____
<b>Specify Type of Information Being Requested:</b>
A. _____
B. _____
C. _____
D. _____
E. _____

*\*Name and/or Company is required if it relates to the Agricultural Commission*

\_\_\_\_\_  
Agricultural Commissioner/Sealer

\_\_\_\_\_  
Date

Approved Denied