



MARION COUNTY BUILDING INSPECTION DEPARTMENT

5155 Silverton Rd NE

Salem Oregon 97305

PO Box 14500

SALEM OR 97309-5036

PHONE # (503) 588-5147 FAX # (503) 588-7948

REQUEST FOR EXAMINATION OF PUBLIC RECORDS
Under ORS Chapter 192, OAR 918-01-200

DATE: \_\_\_\_\_

I HEREBY REQUEST EXAMINATION OF FILES or DATA RELATED TO:

(SITE ADDRESS)

Please check one:

- Permit Documents Site Plan
Inspection Documents Septic Documents

SPECIFIC DOCUMENTS: \_\_\_\_\_

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Name: \_\_\_\_\_
(Please Print)

Signature: \_\_\_\_\_

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

Area Code/Phone #: \_\_\_\_\_

Area Code/Fax #: \_\_\_\_\_

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An administrative fee is assessed for research based on the time invested by staff in researching the file and compiling the data. The fee is assessed at \$35.00 per hour. A minimum fee of \$8.75 is required with this request.

COPIES WILL BE AVAILABLE FOR EXAMINATION FIVE (5) WORKING DAYS FROM DATE OF THIS REQUEST.

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Portions of this file have been exempted from disclosure Yes No

Minimum Fee Required: \$ 8.75 (1/4 hour) Receipt: By:

Total # Research Hours: hours @ \$35.00 / hour = \$

Balance Due: \$ Receipt: By:

Researched By: Date:

Note: Fees are non-refundable. They cover the cost of searching for, copying and mailing the information requested. Research performed is not an approval of omissions or oversights by this office.