



City of Anaheim
 Office of the City Clerk
 200 S. Anaheim Blvd., Suite 217
 Anaheim, CA 92805
 (714) 765-5166 • fax (714) 765-4105
www.anaheim.net

REQUEST FOR PUBLIC RECORDS

- STEP 1: **COMPLETE** all fields on this form. This form is to facilitate and expedite the processing of your public records request. Describe identifiable records in the possession of the City; your request must be sufficiently focused and specific to allow the City to locate the requested record(s).
- STEP 2: **SUBMIT** completed form by mail, fax, email or in person to Custodian of Records, Office of the City Clerk, 200 S. Anaheim Blvd. (714) 765-5166; landal@anaheim.net; fax (714) 765-4105.
- STEP 3: **WAIT** to receive an invoice for responsive records. The City shall determine within 10-days from receipt of a public records request, whether the request, in whole or in part, seeks copies of discloseable public records in possession of the City [GC 6253(c)]. Please note that if you are requesting the opportunity to inspect records, you will be requested to make an appointment to return at a later date/time to view the documents.

Charges for the direct cost of duplication will apply. **Documents will not be copied until payment has been received.** If payment is not received within 10 days after invoice is sent, you may be required to submit a new request. Please see backside for additional information.

REQUESTER INFORMATION

Full Name : Erika Chacon Date: 3/11/2016

Company Name: Henkels and McCoy

(Mailing) Address: _____ City/State/Zip Code: 91766

Phone number: (_____ : _____ Email: _____ @ _____

Preferred method of contact in the event of questions: email or phone call is fine. Cell: (_____ : _____

DESCRIPTION OF REQUESTED RECORD(S): (Describe the specific public record(s) e.g., date, type, time period covering documents requested etc)

List of CD numbers attached.

I understand that I will be contacted once documents have been identified. If production of records is requested, an estimated cost will be provided to me and I agree that I will be required to submit payment for duplication costs (and mailing) prior to the production of the requested documents.

I wish to inspect City records Will Pick-Up Records Please Mail

Please note that information contained in any PRA request is a public record and may be subject to public inspection pursuant to the CA Public Records Act.

erika chacon
 SIGNATURE OF REQUESTER

BASE MAP 86	BASE MAP 87	BASE MAP 76	BASE MAP 97	BASE MAP 98	BASE MAP 88
6910	9732	10180	8037	10880	3139
6722	10851	10165	9980	10876	2831
3669	10085	10181	9979	8762	4652
10248	9973	10170	10843	10012	9941
10249	3447	9291	10474	9020	10848
10250	10140	10625	4346	10389	9868
6906	10431	10177	10483	9241	9927
10492	4426	9996	3339	11048	9937
11785	7386	10183			9907
10444	10288	10025			10188
3605	8684	8920			10187
11804	8764	8612			11731
11839	9858	10656			9908
9929	9758	10549			1004
10418	10083	10122			10805
10493	8145	10730			10904
9028	10034	10004			
11854	10042	10039			
10112	7335	9095			
10113	10107	10040			
8186	7913	11702			
3779	11695	10044			
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Jennifer L. Hall

From: Linda Andal
Sent: Friday, March 11, 2016 10:47 AM
To: Jennifer L. Hall
Subject: FW: GSA #7 City of Anaheim Deed Request
Attachments: LETTER OF AGENCY.PDF; PublicRecordsRequestForm_GSA #7 3.11.2016.pdf; CITY DEED REQUEST LIST 3.11.2016.xlsx

From: Erika Chacon
Sent: Friday, March 11, 2016 10:41 AM
To: Linda Andal
Cc: Erika Castillo; Lygia Mangalindan
Subject: GSA #7 City of Anaheim Deed Request

Good Afternoon,

Attached is another request for city deeds for a City of Anaheim project. Please see the Letter of Agency (Authorization) provided by the city project manager. Thank you again for all your help!

Respectfully,

Erika M. Chacon
Henkels & McCoy

Pomona, CA 91766



Asset Management Civil / Power / Telecomm Design Environmental Compliance Land Surveying

Respectfully,

Erika M. Chacon
Henkels & McCoy

Pomona, CA 91766



Asset Management Civil / Power / Telecomm Design Environmental Compliance Land Surveying