

Park City Fire Service District
P.O. Box 980010
Park City, Utah 84098-0010
435.940-2500 Fax 435.658.5247
recordsrequest@pcfd.org

Request for Records Release

Record(s) Requested: _____

Person Requesting Record(s) : _____

Mailing Address: _____

City

State

Zip

Business Phone No: _____ Home Phone No: _____

Name of Patient/Insured : _____ Date of Incident: _____

You must present a photo identification card to the PCFSD in order to receive any reports or records from the PCFSD.

I.D./ License No: _____ State Issued: _____ Type: _____

D.O.B. (M/D/Y): _____ Height: _____ Weight: _____ Eyes: _____ Hair: _____

Reason for Request: _____

What is your involvement? _____

As the undersigned, I understand that any false or misleading information that I present to the PCFSD or that I place on this request may make me subject to criminal prosecution.

Signature of Person Requesting Documents

Date of Request

NOTICE OF IDENTIFICATION REQUIRED

If you request records from the PCFSD and are unable to appear in person and present a photo identification to receive the records, the PCFSD records can be mailed to you if this document is signed before a notary public and returned to the PCFSD.

State of: _____

County of _____

Subscribed and Sworn before me this _____ day of _____, 20_____.

By _____, known by me to be the person named above.

Notary Public: _____ My Commission Expires: _____

Requester Information

The record or records you have requested are classified under the Government Records Access and Management Act II. Your request will take a minimum of five (5) business days to process and complete. If we are unable to fill your request within this time frame, we will notify you by phone or mail of the reason or reasons and inform you as to the procedure for continuing your request. Below is the Utah State Code indicating how records governed by this act may be disseminated.

You should retain this copy for future reference. If you have any questions, please contact the Park City Fire District Office by calling 435-940-2500 8:30 a.m.-4:30 p.m., Monday through Thursday.

Utah State Code: 63G-2-202. Access to private, controlled, and protected documents.