



Boise State University Request to Examine or Copy Records

Return completed form to: Boise State University Custodian of Open Records, c/o Office of Communications and Marketing, 1910 University Dr., Boise, ID 83725-1030; via fax at (208) 426-4001, or via e-mail at communications@boisestate.edu.

I wish to examine and/or copy the following public records:

I understand that if the response to my request contains more than 100 pages, pursuant to Idaho Code § 9-338(8)(a)(i) I can be charged \$0.05 per page. I understand that if the response to my request includes records from which nonpublic information must be deleted, then pursuant to Code § 9-338(8)(a)(ii), I can be charged for the actual labor cost associated with redacting the nonpublic information from the records. I understand that if the actual labor associated with locating and copying documents for my request will exceed two (2) person hours, then pursuant to Code § 9-338(8)(a)(iii), I can be charged for that labor cost.

Name_____

Address_____

Daytime Phone Number_____

E-mail Address_____

Signature of requester_____ Date_____