



**CITY OF IRVINE
CITY CLERK/OFFICE OF
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ONE CIVIC CENTER PLAZA
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(949) 724-6281**

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Request for Public Records

Public records are accessible at all times during regular office hours and can be inspected at no charge. The more specific you are with the information you are requesting, the more responsive we may be to your request.

Copies may be provided in most instances upon request, unless documents are archived or need to be gathered. Requestor will be notified in writing if additional time will be necessary pursuant to the Public Records Act. All document duplication fees are due and payable in full and are based on the City's current fee resolution.

Person requesting information:

Name: _____

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I would like to INSPECT or COPIES of the following document(s):

(circle one)

BUILDING PLANS/PERMIT: _____

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STAFF REPORT: _____ MINUTES: _____

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