



# Immokalee Fire Control District

502 E. New Market Rd., Immokalee, FL. 34142



## RECORDS REQUEST FORM

First Name	Last Name	Telephone	Date
Address	City	State	Zip Code

### Procedures for Requesting Records

<p><b><u>Duplication of Records:</u></b> The City shall collect the actual cost for reproducing records consistent with Chapter 119, Florida Statutes.</p>	<p><b><u>Reproduction Fees:</u></b> A schedule of fees for duplication of public records has been established and published for your convenience. <b>Basic fees:</b>          1 sided letter = \$.15 per sheet          2 sided letter= \$.20 per sheet          Certified Copies = \$1.00 per sheet          Labor cost of the personnel providing the service.</p>
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**Request For:**

Payment of \$:	Research Time	Hours	\$
Cash or Check #:	Microfilm Copies	@\$.25 ea.	\$
Receipt Number:	Photocopies	@\$.15ea.	\$
Date:	Other:		\$
Received by:	Total:		\$

General Office 239-657-2111

Fire Prevention 239-657-2700

Operations 239-657-8587

Fax 239-657-9489