



**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](http://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; [tbass@anaheim.net](mailto:tbass@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 : Simona Danesh Date: 5-21-19

Company Name: Dolan Law Firm, PC

(Mailing) Address: \_\_\_\_\_ City/State/Zip Code: San Francisco, CA 94102

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred method of contact in the event of questions: telephone

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

Any and all documents, including but not limited to, memos, policy manuals, practices, protocols, procedures, guidelines, and standards applicable to Anaheim Police Dept concerning:

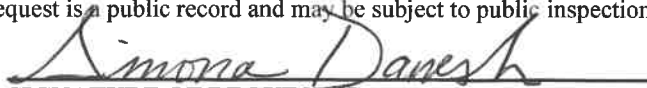
1. The collection of DNA samples from a victim or other person legitimately at the scene in the investigation of a property crime.
2. The retention of DNA samples from a victim or other person legitimately at the scene in the investigation of a property crime.
3. Database storage of DNA profiles from DNA samples collected from a victim or other person legitimately at the scene in the investigation of a property crime.
4. The disposition of DNA samples collected from a victim or other person legitimately at the scene in the investigation of a property crime, after completion of DNA sample testing.
5. Obtaining consent to collect the DNA sample of a victim or other person legitimately at the scene in the investigation of a property crime.

The effective dates for the requested records are: May 2014-May 2019.

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.

  
 \_\_\_\_\_  
 SIGNATURE OF REQUESTER

## Jennifer L. Hall

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**Subject:** Request for Public Records  
**Attachments:** City of Anaheim - Request for Records.pdf; ATT00001.htm

**From:** Christina Ayala  
**Date:** May 21, 2019 at 5:12:24 PM CDT  
**To:** <[tbass@anaheim.net](mailto:tbass@anaheim.net)>  
**Subject:** Request for Public Records

Hello,

Attached please find our request for public records.

Thanks.

Christina Ayala  
Legal Assistant  
Dolan Law Firm, PC

San Francisco, CA 94102



Privileged and Confidential:

This electronic message contains information that may be confidential or protected by the attorney-client privilege and/or the work product doctrine and is intended solely for the use of the addressee listed above. If you are neither the intended recipient nor the employee or agent responsible for delivering this electronic message to the intended recipient, you are hereby notified that any disclosure, copying, distribution or the use of the content of this electronic message is strictly prohibited. If you have received this electronic message in error, please immediately notify us by replying to this message and delete the original message.