



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

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; 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 : Amanda C Castellon Date: 6/5/2019

Company Name: PinkBlush Maternity

(Mailing) Address: _____ City/State/Zip Code: Santa Ana/CA/92701

Phone number: _____ Email: _____

Preferred method of contact in the event of questions: _____

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

Requesting for the following Phone Records - Phone Calls & Text Messages. For the Dates 5/16/2019-5/25/2019. Hours:

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

Requesting for the following Phone Records - Phone Calls & Text Messages. For the Dates 5/16/2019-5/25/2019. Hours: 9am-3am

For the Work Phone Number: (714) 493-7128

Name: Ramon P Castellon

Department: Public Utilities

Position: Electrician

There has been a high volume of suspicious activity of the work phone being used for personal use. I wish to receive the records by email or in person. Thank you so much for your time.

Amanda

Jennifer L. Hall

Subject: Request for Public Records
Attachments: Request for Public Records Form.pdf; ATT00001.htm

From: Amanda Castellon
Date: June 5, 2019 at 4:26:51 PM PDT
To: <tbass@anaheim.net>
Subject: Request for Public Records

Hello! Below I have the form filled out with the following information. Please let me know if you need any information from me, I will be happy to provide it for you.

Thank you!

Amanda Castellon