UTAH STATE LEGISLATURE

FEE WAIVER REQUEST

(REQUEST TO HAVE A RECORD REQUEST FULFILLED WITHOUT CHARGE)

Date: _____________________________

From: __________________________________________

(Name)

(Mailing address)

(City)    (State)    (Zip code)

(Daytime telephone number)

I request that the record request I submitted to ________________ (Name of Legislative office)

_______________________ on ______________________________ (date the request was submitted)

be fulfilled without charge. A copy of the record request is attached to this request. The basis for this request is that:

☐ the release of the requested record(s) primarily benefits the public rather than me (provide explanation):

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

☐ I am an individual who is:

☐ the subject of the record(s) I am requesting; or

☐ specified in Utah Code Ann. § 63G-2-202(1) or (2) (please specify)

_________________________________________________________________

_________________________________________________________________

Notes:

• A fee waiver request is considered only if a legislative office charges a fee to respond to a record request. A fee waiver request submitted before a legislative office charges a fee is premature and will not be considered unless and until a fee is actually charged.

• A fee might not be charged if responding to the record request requires minimal staff time. If a legislative office decides to charge a fee, the legislative office will notify the person who submitted the record request of the fee being charged.

• Granting a fee waiver request is allowed but not required under Section 2.2 of the Utah Legislature Policies and Procedures for Handling Records Requests.

Revised 9/15/2020