

181 governmental entity ~~[with] that~~ ~~§→~~ ~~[possesses]~~ ~~retains~~ ~~←§~~ the record a written request containing:

182 ~~[(a)]~~ (i) the person's:

183 ~~(A)~~ name[;];

184 ~~(B)~~ mailing address[;];

185 ~~(C)~~ email address, if the person has an email address and is willing to accept

186 communications by email relating to the person's records request; and

187 ~~(D)~~ daytime telephone number[; if available]; and

188 ~~[(b)]~~ (ii) a description of the record requested that identifies the record with reasonable

189 specificity.

190 ~~[(2) (a) Subject to Subsection (2)(b), a person making a request for a record shall~~

191 ~~submit the request to the governmental entity that prepares, owns, or retains the record.]~~

192 ~~(b) (i) A single record request may not be submitted to multiple governmental entities.~~

193 ~~(ii) Subsection (1)(b)(i) may not be construed to prevent a person from submitting a~~

194 ~~separate record request to each of multiple governmental entities, even if each of the separate~~

195 ~~requests seeks access to the same record.~~

196 ~~[(b)]~~ (2) (a) In response to a request for a record, a governmental entity may not

197 provide a record that it has received under Section 63G-2-206 as a shared record ~~§→~~ ~~[if:]~~ ~~.~~ ~~←§~~

198 ~~§→~~ ~~[(i) the record was shared for the purpose of auditing[, if]; and~~

199 ~~— [(ii) the governmental entity is authorized by state statute to conduct an audit.] ←§~~

200 ~~[(c)]~~ (b) If a governmental entity is prohibited from providing a record under

201 Subsection ~~[(2)(b), it]~~ (2)(a), the governmental entity shall:

202 (i) deny the records request; and

203 (ii) inform the person making the request ~~[that records requests must be submitted to~~

204 ~~the governmental entity that prepares, owns, or retains the record]~~ of the identity of the

205 governmental entity from which the shared record was received.

206 ~~[(d)]~~ (3) A governmental entity may make rules in accordance with Title 63G, Chapter

207 3, Utah Administrative Rulemaking Act, specifying where and to whom requests for access

208 shall be directed.

209 ~~[(3)]~~ (4) After receiving a request for a record, a governmental entity shall:

210 (a) review each request that seeks an expedited response and notify, within five

211 business days after receiving the request, each requester that has not demonstrated that their