

# Henry County Iowa - Public Records Request

*\*Please print legibly. Name and Mail Address or Email Address is required for receipt\**

Name or Email Address\*: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: \_\_\_\_\_ Email\*: \_\_\_\_\_

Mailing Address\*: \_\_\_\_\_

Public Records Request (Please be as detailed as possible):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*\* I understand all public records requests are subject to Iowa Code Chapter 21 & 22. Requests for access to or copies of county records and/or policies may incur copying and printing fees along with an hourly rate for discovery and review.*

Requestors Signature: \_\_\_\_\_

\*First two hours of research are at no charge.

*\*For Office Use Only*

Request Received BY: \_\_\_\_\_ On: \_\_\_\_\_

Fees Incurred: Black & White Copies: \_\_\_\_\_ x \$0.25ea = \_\_\_\_\_

Color Copies: \_\_\_\_\_ x \$0.50ea = \_\_\_\_\_

Research Fees:

-----Attorney Fees----- hrs x \$45/Hour = \_\_\_\_\_

-----IT Fees-----hrs x \$45/Hour = \_\_\_\_\_

-----Auditor Fees-----hrs x \$42/Hour = \_\_\_\_\_

-----Flash Drive/USB-----Cost = -----\$5.00

Emailed Copies \_\_\_\_\_ x \$2/maps = \_\_\_\_\_

\*First two hours of research are at no charge.