



**Desert Recreation District**  
45-305 Oasis Street  
Indio, CA 92201  
(760) 347-3484  
[www.myrecreationdistrict.com](http://www.myrecreationdistrict.com)

**Request for Public Records**

Upon receipt of a request for Desert Recreation District ("District") records, the District shall determine within ten (10) days if the records are accessible and available within the District's records system and notify the citizen of such determination (California Government Code Section 6250 et seq.).

**A FEE MAY BE CHARGED FOR COPIES OF ANY TYPE**

**Date:** \_\_\_\_\_

**Requestor**

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**DESCRIBE WITH AS MUCH DETAIL AS POSSIBLE THE PUBLIC RECORDS REQUESTED:**

**DESERT RECREATION DISTRICT USE ONLY**

Date of Request: \_\_\_\_\_ Date Due: \_\_\_\_\_

Date Completed: \_\_\_\_\_ Number of Copies: \_\_\_\_\_

Fee (If Any): \_\_\_\_\_