

CITY OF ZEBULON

Joe Walter, Mayor
Claude Hollis, Councilman
Mark Nalls, Councilman
William Thomas, Councilman
Dewey Yarbrough, Councilman



P.O. Box 385
Zebulon, GA 30295
770-567-8748 Phone
770-567-8802 Fax

Georgia Open Records Act Request

Date Requested: _____ Time Requested: _____

Name of Requesting Party: _____

Address _____ Phone: _____

Description of Documents Requested for Copying or Viewing: _____

Georgia Open Records Act (GORA) requests must elicit a response with three (3) days from the responding party. If not subject to GORA, the responding entity must state reason for exemption.

All GORA requests are subject to regulated costs: \$.10 per page for copies, other materials as needed, and an hourly rate for labor for the lowest salaried person qualified to do the response, with the first 1/4 hour at no cost.

Please Note: Your signature on this request form attests to the information you seek and is your acknowledgement that you understand and agree to the cost that will be charged appropriately for this documentation.

Signature: _____

FOR CITY OFFICIAL(S) TO COMPLETE

Was the request authorized by the Georgia Open Records Act? _____

If not, state reason for exemption of material requested: _____

Detail of documentation provided: _____

Response Date/Time: _____ Pickup or Mail Date/Time: _____

Signature: _____ Title: _____

Cost: \$ _____ Payment Method _____