

**PUBLIC RECORDS ACT REQUEST FORM**

DATE STAMP
Received By: _____

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

**Name (Requestor):** \_\_\_\_\_

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

\_\_\_\_\_  
City, State, Zip

**Telephone:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

Please provide a written description of the records you are requesting below. The more specific you are, the easier it will be to determine if such records exist in the Park District's files. Use additional sheets as needed.

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You may send your request to the East Bay Regional Park District, Attention: Legal Division at 2950 Peralta Oaks Court, Oakland, CA 94605; e-mail requests to [PublicRecordsRequests@ebparks.org](mailto:PublicRecordsRequests@ebparks.org); fax requests to (510) 569-1417; or telephone requests may be made by calling (510) 544-2005.