



Board of Public Utilities

Cheyenne Water and Sewer Department

P.O. Box 1469 • Cheyenne, Wyoming 82003 • Phone (307) 637-6460
2416 Snyder Avenue Fax (307) 637-7672

BOARD OF PUBLIC UTILITIES PUBLIC RECORDS REQUEST

To: _____

BOPU Office: _____

I wish to inspect the following public record(s): _____

In addition, I wish to request the following:

_____ Photocopies of the above-requested public record(s)

_____ Research on public meetings in which the following subjects were
discussed: _____

_____ Duplication of electronic recording(s) for the following public
meeting(s): _____

_____ Records research on the following topic(s): _____

_____ Other: _____

I agree to pay for the above-requested services as set out in the current administrative fee schedule applicable for services to the general public, businesses and employees (personal use) on file with the Board of Public Utilities. I understand that I will not receive the requested copies until payment has been made.

Date

Signature

(FOR USE BY BOPU STAFF ONLY)

Disposition of request:

Granted _____ Denied _____ Partial Denial _____

If any part of this request is denied or partially denied, briefly explain the reason: _____

Costs assessed? (Y) (N)

Photocopies: _____ copies @ \$ _____ /copy = \$ _____

Tape duplicating: \$ _____

Staff research time: _____ hours @ \$ _____ /hour = \$ _____

Other: \$ _____

Sales Tax: \$ _____

TOTAL PAYMENT DUE: \$ _____

Date provided: _____

Date paid: _____

Signature of BOPU Staff

NOTE: All denials must be based on the Public Records Act,
Wyo. Stat. § 16-4-201 et seq.