



RESEARCH REQUEST

All information must be complete and accurate for us to process this request. Research cannot be completed without a parcel number or address.

Research fees are based on the time required to complete the research and cost per copy. A minimum of \$50.00 pre-paid fee is required for each research request we receive. Additional research time is charged at \$100.00 per hour and is due upon receipt of the research results.

The cost per copy is 15¢ per page; documents larger than 8 1/2 x 11 inches are charged at \$1.50 per page. All copies are black and white.

Research results will be held for only 30 days after notification of research completion.

Assessor's Parcel #:

and/or Address:

Please fully explain research request:

[Empty box for explaining research request]

PLEASE PRINT:

Requestor's Name: _____ Phone #: _____

Mailing Address: _____ Alternate Phone #: _____

City: _____ State: _____ Zip: _____

Signature: _____ Date: _____

(Office Use Only)

	Amount		Receipt #	Date
Deposit:		Cash () Check ()		
Assigned to:			Completed:	
Copies made:	8 1/2 x 11 =	@ 15¢ =	Large =	@ \$1.50 =
Balance due / rcvd:		Cash () Check ()		