



PUBLIC RECORDS REQUEST

PLEASE COMPLETE IN FULL

Office of Safety and Risk Management

1324 N 22nd Avenue, Phoenix AZ 85009

(602) 712-7327; Fax: (602) 712-6545

Office Hours: 8 a.m. to 5 p.m. Except state holidays

About this form:

- Use this form to auto-submit a public request under Arizona Revised Statutes § 39-121 et seq
- You may also email your request to: ADOTPublicRecords@azdot.gov
- Review Instructions and FAQ

Fees:

- See Fee Schedule

How to complete this form:

- Form must be legible or computer generated for accuracy. Please specifically identify records by name, date of record or incident and location
- Commercial requests must complete Request form and Commercial Purpose Worksheet

1. COMMERCIAL Purpose Worksheet			
2. MEDIA Request: Submit to: News@azdot.gov			
3. RECORD Information			
Name of record			Date of record/loss
Location	Route	Milepost(s)	Timeframe of search (Dates to-from)
DESCRIPTION OF REQUEST			
(Be specific. Request for "any and all records" may cause uncertainty, processing delay or the production of voluminous records.) – ADD ATTACHMENT, IF NECESSARY			
(If request requires additional room, please email full request to: ADOTPublicRecords@azdot.gov)			
4. Contact Information			
First Name		Last Name	
Company			
Address (include street or box number)		City	State Zip Code
Area Code & Telephone Number		Email Address	
5. Signature			

STATEMENT: I understand that copying and postage fees may be associated with my request for public records.

Signature	Date
Name	