

REQUEST TO REVIEW RECORDS

I, _____, request to view all records for the property located at
_____. I understand that these records include all hard files,
(PROPERTY ADDRESS)

microfilm and computer print outs. I also understand that these records are public records and are
not to be removed from the City of Pensacola Building Inspections Department. Copies are
provided at a fee. If the department has to research information, there will be an additional fee.

Any research over 15 minutes will require a \$20.00 per hour research fee. Additional fees may be
charged if

documents need to be pulled from storage.

SIGNATURE

DATE