



PUBLIC WORKS – ENGINEERING  
 9770 Culver Blvd., 2nd Floor;  
 Culver City, CA 90232

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## RECORDS RESEARCH REQUEST (For Engineering Division)

**Requesting Party:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Name: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_

**Records Requested:**

Project description and address or Location:

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**Type of Records (check all that apply) :**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> City Owned Sanitary Sewer    | <input type="checkbox"/> City Owned Storm Drain | <input type="checkbox"/> Street Improvements  |
| <input type="checkbox"/> City Owned Fiber Optic Plans | <input type="checkbox"/> Street Lighting        | <input type="checkbox"/> Traffic Signal Plans |

**Preference Plans (Please Circle):**

**Fees:**

	\$175 per hour basic fee
CD	\$ 5.00 each
Hard Copies: _____	8 1/2x11"      \$0.15 per page
	11 x 36"      \$0.25 per page
	24 x 36"      \$9.00 per page

Please Note: Request may take up to 10 business days, depending on staff availability and workload. Requester will be contacted at number(s) provide upon completion of request.