

**CITY OF SOUTH JORDAN**  
**GRAMA Record Request**  
**Fax: 801-254-3393**



*The following form should be completely filled out and returned to the City Recorder's office. The City is allowed 10 business days in which to respond to your request. Presently, South Jordan City Charges .25¢ per page. The City may assess other fees for records compiled in a form other than that maintained. Research or Services Fee may be charged as provided by Utah Code 63G-2-203.*

Requestor's Name: Shelisa Loertscher  
 Address: [Redacted] City: S.J. State: UT Zip: 84095  
 Phone: [Redacted] Daytime Fax: [Redacted] email: [Redacted]

In accordance with the Governmental Records Access Management Act, I am seeking the following record(s) specifically described as:  
plot plans copy for my yard

which I believe are collected, filed and/or used by the City of South Jordan, 1600 W. Towne Center Drive, South Jordan, Utah 84095 (801) 254-3742.

I would like to view/inspect the record(s).  
 I would like to receive a copy of the record(s) described above. I understand that the City charges a fee for copies of records and the copies will be provided subject to fees being paid. I authorize cost of up to \$\_\_\_\_\_. If costs are greater than the amount I have specified, I further understand that the office will contact me and will not respond to a request for copies if I have not authorized adequate costs.

[Signature] \_\_\_\_\_ Date 3/18/19  
 Signature Date

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**CITY'S RESPONSE TO RECORD REQUEST - FOR OFFICE USE ONLY**

APPROVED - Requestor notified on: 3/18/19, 2019  
 DENIED - Written denial sent on: \_\_\_\_\_, 20\_\_\_\_  
 NO RECORDS ON FILE - Notice sent to requestor on: \_\_\_\_\_, 20\_\_\_\_  
 Requestor notified that this office does not maintain the record(s); and, if known, was also notified of the name and address of agency that does maintain the record(s) on: \_\_\_\_\_, 20\_\_\_\_  
 Extension of time for extraordinary circumstances. Required notice sent to requestor on: \_\_\_\_\_, 20\_\_\_\_

COPY FEES: \$\_\_\_\_\_. If waived, approved by \_\_\_\_\_  
[Signature] \_\_\_\_\_ Date 3/18/19  
 Signature Date

\* plot emailed