



THE CITY OF ARTESIA, NEW MEXICO

P O BOX 1310
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ARTESIA, NEW MEXICO 88211-1310
CITY CLERK (575) 746-2122
FAX (575) 746-3886

APPLICATION TO INSPECT PUBLIC RECORDS

Pursuant to Section 14-2-1 N.M.S.A. 1978 Compilation et seq., as amended, I request inspection of public records of the City of Artesia described as follows, to-wit (Attach list of additional documents, if necessary.):

- (1)
- (2)
- (3)
- (4)
- (5)

I agree to pay to the City, the reasonable costs of copying or reproduction pursuant to City policy and regulations.

Public records will be available for inspection from 8:00 a.m. to 5:00 p.m. on normal business days at the City Offices. Original records may not be removed from the City offices.

Applicant Signature

Date

Name: _____

Address: _____

Phone: _____

The foregoing application to inspect public records is:

___ APPROVED. COST: _____

___ DISAPPROVED for the following reason(s):

* For dept. use

*

* Date filled:

*

* _____

*

* No. of pages

*

* _____

*

*

* By _____

*

Date

City Clerk