



**Alabama Soil & Water Conservation Committee
Public Records Request Form**

Complete and submit this form to make a public-records request. All fields must be completed with accurate information for your request to be processed.

Scope of request form

This form is for requesting public records from Alabama Soil & Water Conservation Committee. If you are looking for public records from another governmental entity within the State of Alabama, you may wish to visit an online directory of [Alabama state agencies](#), [Alabama municipalities](#), or [Alabama counties](#) to find the entity best suited to assist you.

I believe the records I am seeking are in the possession of the Alabama Soil & Water Conservation Committee rather than some other governmental entity within the State of Alabama.

Requestor's contact information

Name: _____

Phone number: _____

Email address: _____

Street address: _____

City: _____ State: _____ Zip code: _____

Payment of fees

Payment of fees may be required before your request is fulfilled. I am willing to pay up to \$_____ in processing fees without prior notice by the agency.

Specific records requested

Be as specific as possible. Requests that are overly broad may qualify as time-intensive requests and will take longer to process.

Signature

Date