

I understand that I will be responsible for paying the City's reasonable costs incurred in responding to this request, including a charge for the cost of staff and/or contract professional time. I understand that if the City's cost of responding is more than a nominal amount, I will have to pay a \$25 deposit to cover those costs. If the estimated fee for responding exceeds \$25, the city will first provide only a cost estimate and will defer any further action until I confirm in writing that I wish the city to proceed and I pay the estimated response cost. See TMC 2.30.050 for more information. My signature indicates that I have read, understand and agree to these terms.

Requestor's Signature:	Date
------------------------	------

Requestor Name: _____ Date Submitted: _____

ADMINISTRATION *(This section for City of Tangent employee use only):*

Records Request Received on _____, **by** _____.

Estimated Staff Time

Position	Rate	Time	Total
City Manager	24.03		
City Finance Director	25.01		
City Planner	\$73.00		
City Engineer	\$140.00		
City Attorney	\$220.00		

Fees

___ pages x \$0.25 \$ _____ Total Staff Time \$ _____ Total Estimate \$ _____ Payment Received: \$ _____	___ pages x \$0.25 \$ _____ Total Staff Time \$ _____ Actual Total \$ _____ Refunded or Additional Due: \$ _____
---	---

Signature of City Manager

Date