



CITY OF ELY

501 Mill Street Ely, Nevada 89301
City Hall (775) 289-2430
Cityofelynv.gov

PUBLIC RECORDS REQUEST PURSUANT TO NRS 239

In an effort to serve the public, please provide the following information. In the event the public records you request cannot be immediately located, the City of Ely will contact you.

Name: _____

Phone Number: _____ Email address: _____

Please ***specifically describe*** the records you require in the space below. For example: If you wish to review and/or copy certain minutes of the City Council meeting, state the date of the meeting(s). If you wish to review and/or copy any ordinance or resolution or ordinance number, state the approximate date it was passed. If you request audio for a particular meeting, state the date of the meeting; only entire meeting audio will be copied, and no excerpts or edited CDs will be provided. City staff cannot respond to non-specific requests. **MINUTES AND MEETING AUDIO ARE PROVIDED FREE OF CHARGE.**

All pages shall be paid for when received at the rate of \$.50 per page.

All maps, plats or blueprint copies shall be paid at the rate of \$5.00 per page.

Item #1:

Item #2:

Item #3:

Number of pages: _____ X \$0.50 = _____

Number of blueprints copies: _____ X \$5.00 = _____

Total due: \$ _____

Records received by:

Name

Date

City Staff

Date