

Black Forest Fire Rescue
11445 Teachout Rd
Colorado Springs, CO 80108
Ph: (719) 495-4300



PUBLIC RECORDS REQUEST FORM

Date: _____

Hard Copies Requested Yes No

Hard copy document inspection and retrieval may be made at the District Administration Building, located at 11445 Teachout Rd, Colorado Springs, Colorado 80908

Electronic Delivery Requested Yes No

Requestor Information

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____

Email Address: _____

Please identify below, with specificity, public records requested:

Pursuant to §24-72-203 C.R.S., 3 working days may be allowed for production of the requested public records for inspection. This may be extended by an additional 7 working days upon a finding of extenuating circumstances, to include records which are in active use, in storage or otherwise not readily available, which finding shall be provided by the records custodian to the requestor in writing within the initial 3-day period.

REQUEST MAY BE EMAILED TO: admin@bffire.org

Charges: (See current fee schedule, payment must be received prior to release of report)

_____ = _____

_____ = _____

Total = \$ _____

Staff Use Only

Date Received: _____ Time Received: _____

Date Completed: _____ Completed By: _____

Completed via: _____

DUTY

HONOR

INTEGRITY

HUMILITY

DISCIPLINE