



Oregon
Department
of Agriculture

Public Record Request Final Invoice

Contact/Program: _____

PCA: _____ Object code: _____

Requestor information

Date: _____

Name: _____ Affiliation (if applicable): _____

Address: _____

Email: _____ Telephone: _____

Fax (if applicable): _____

Summary of public record request:

Cost

___ Records search by clerical staff @ \$20.00 per hour _____

___ Records search by managerial staff @ \$32.00 per hour _____

___ Records search by professional staff @ \$60.00 per hour _____

___ Records search by legal staff @ \$75.00 per hour _____

___ Copies per current state printing and distribution price list _____

___ Media per statewide price agreement _____

___ Postage per current postal rates _____

Total \$ _____

Payment

Your request will be processed after payment is received, per Oregon Administrative Rule 603-001-0145. Please include a copy of this form with your payment. You can send in your payment via postal mail or secure fax (503) 986-4746.

Make **check or money order** payable to
Oregon Department of Agriculture

Mail payment to:

Oregon Department of Agriculture
Attn: Cashier
635 Capitol Street NE
Salem, OR 97301-2532

Pay by **credit card** (*Visa, Mastercard, or Discover only*)

Name of card holder _____ Authorized amount to charge \$ _____

Address of card holder _____

Receipt by fax or email only. Print email address or fax # _____

Signature _____

Card number _____ Expiration date _____