



JACKSON COUNTY

Oregon

PUBLIC RECORDS REQUEST

Oregon Public Records Law grants each person the right to inspect the records of a public body (unless exempt from disclosure).

Date: _____ Daytime Phone: _____
Contact Name: _____ Alternate Phone: _____
Address: _____ City, State, Zip: _____
Email Address: _____ Form of Response: Email Mail Fax

This form must be submitted to the custodial department (to complete this section, see page 2 for contact information):

Name of Department: _____
ATTN: _____
Address: _____
City, State, Zip: _____

I want to: View Documents Purchase Copies of Documents

Description of records requested (please be as specific as possible, attach additional pages if necessary):

If this request is for property records please list **Property Address and/or Parcel # / Map ID:**

Fees: (See the Jackson County Fee Schedule for more information under County/Fees at www.co.jackson.or.us)
Photocopies.....\$.55 1st page \$.15 page after Email/Fax - County Doc.....\$ 1.20 /up to 5 pages
Computer Print screen\$.25 1st page \$.15 page after Research Fee..... Cost + Overhead
CD- Hearing/Meeting\$ 27.00 Returned/NSF checks..... \$ 31.00
Video Tape Copy.....\$ 17.00
Flash Drive.....Cost + Overhead

STAFF USE ONLY

Response:

- County does not possess or is not the custodian of requested records.
- Copies of all requested, non-exempt records provided.
- County has at least some of the requested records, time and fee estimate provided.
 Estimate provided. Requestor accepted, records provided. Requestor declined.
- Unknown whether County has any requested records, search required, response to follow.
 Response provided. Records provided. Requestor declined.
- Acknowledgment of record prohibited or restricted under State or Federal Law: _____
(list applicable law(s))

By: _____ Comments: _____
Time Spent: _____
Number of Copies: _____
Fees Paid: _____

JACKSON COUNTY DEPARTMENTS

AIRPORT

ATTN: Amber Judd
1000 Terminal Loop Pkwy #201
Medford OR 97504
juddaj@jacksoncounty.org
Phone: (541) 776-7222
Fax: (541) 776-7223

ASSESSOR

ATTN: Melissa Cuddie
10 South Oakdale, Room 300
Medford OR 97501
CuddieMS@jacksoncounty.org
Phone: (541) 774-6059
Fax: (541) 774-6701

BOARD OF COMMISSIONERS

ATTN: Linda Strickland
10 South Oakdale, Room 214
Medford OR 97501
BoC-CAO_Admin@jacksoncounty.org
Phone: (541) 774-6116
Fax: (541) 774-6705

COMMUNITY JUSTICE

ATTN: Crickett Hanna
1101 West Main St, Suite 101
Medford OR 97501
hannacf@jacksoncounty.org
Phone: (541) 774-4973
Fax: (541) 774-4942

COUNTY ADMINISTRATION

ATTN: Linda Strickland
10 South Oakdale, Room 214
Medford OR 97501
BoC-CAO_Admin@jacksoncounty.org
Phone: (541) 774-6035
Fax: (541) 774-6705

COUNTY CLERK

ATTN: Chris Walker
10 South Oakdale, Room 114
Medford OR 97501
elections@jacksoncounty.org
recording@jacksoncounty.org
Phone: (541) 774-6152
Fax: (541) 774-6714

COUNTY COUNSEL

ATTN: Amanda Nunez
10 South Oakdale, Room 214
Medford OR 97501
nunezam@jacksoncounty.org
Phone: (541) 774-6160
Fax: (541) 774-6722

DEVELOPMENT SERVICES

ATTN: Patty Guida
10 South Oakdale, Room 100
Medford OR 97501
guidapa@jacksoncounty.org
Phone: (541) 774-6900
Fax: (541) 774-6791

DISTRICT ATTORNEY

ATTN: Christina Walruff
815 West 10th Street
Medford OR 97501
DAAdmin@jacksoncounty.org
Phone: (541) 774-8181
Fax: (541) 608-2982

FAIRGROUNDS & EXPO PARK

ATTN: Helen Funk
P. O. Box 3635
Central Point OR 97502
expoinfo@attheexpo.com
Phone: (541) 774-8274
Fax: (541) 776-7270

FINANCE

ATTN: Michelle Wickham
10 South Oakdale, Room 314
Medford OR 97501
WickhaMC@jacksoncounty.org
Phone: (541) 774-6539
Fax: (541) 774-6740

HEALTH & HUMAN SERVICES

ATTN: Rochelle Scott
140 S Holly St
Medford OR 97501
ScottRS@jacksoncounty.org
Phone: (541) 774-8240
Fax: (541) 774-7980

HUMAN RESOURCES

ATTN: Cristy Kell
10 South Oakdale, Room 200
Medford, OR 97501
HR@jacksoncounty.org
Phone: (541) 774-6036
Fax: (541) 774-6455

INFORMATION TECHNOLOGY

ATTN: Elys Lance
10 South Oakdale, Room 402
Medford OR 97501
lanceet@jacksoncounty.org
Phone: (541) 774-6498
Fax: (541) 774-6775

JACKSON COUNTY JUSTICE COURT

ATTN: Dawn Dell
505 Oak St
Central Point OR 97502
DellIDM@jacksoncounty.org
Phone: (541) 774-1286
Fax: (541) 774-1288

ROADS & PARKS

ATTN: Jennifer Drake
200 Antelope Road
White City OR 97503
DrakeJM@jacksoncounty.org
Phone: (541) 774-8184
Fax: (541) 774-6295

SHERIFF

ATTN: Walter Haussner
5179 Crater Lake Hwy
Central Point OR 97502
criminalrecords@jacksoncounty.org
Phone: (541) 774-6800
Fax: (541) 776-7699

SURVEYOR

ATTN: Patty Birdsong
10 South Oakdale, Room 318
Medford OR 97501
surveyor@jacksoncounty.org
Phone: (541) 774-6191