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 ......$ 26.00 Returned/NSF checks.........$ 30.00
Video Tape Copy.............$ 15.00

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
Phone: (541) 776-7222
Fax: (541) 776-7223

ASSESSOR
ATTN: Ruth Staten
10 South Oakdale, Room 300
Medford OR 97501
Phone: (541) 774-6059
Fax: (541) 774-6701

BOARD OF COMMISSIONERS
ATTN: Linda Strickland
10 South Oakdale, Room 214
Medford OR 97501
Phone: (541) 774-6166
Fax: (541) 774-6705

COMMUNITY JUSTICE
ATTN: Crickett Hanna
1101 West Main St, Suite 101
Medford OR 97501
Phone: (541) 774-4973
Fax: (541) 774-4942

COUNTY ADMINISTRATION
ATTN: Linda Strickland
10 South Oakdale, Room 214
Medford OR 97501
Phone: (541) 774-6035
Fax: (541) 774-6705

COUNTY CLERK
ATTN: Chris Walker
10 South Oakdale, Room 114
Medford OR 97501
Phone: (541) 774-6152
Fax: (541) 774-6714

COUNTY COUNSEL
ATTN: Amanda Nunez
10 South Oakdale, Room 214
Medford OR 97501
Phone: (541) 774-6160
Fax: (541) 774-6722

DEVELOPMENT SERVICES
ATTN: Patty Guida
10 South Oakdale, Room 100
Medford OR 97501
Phone: (541) 774-6900
Fax: (541) 774-6791

DISTRICT ATTORNEY
ATTN: Christina Walruff
815 West 10th Street
Medford OR 97501
Phone: (541) 608-2931
Fax: (541) 608-2982

FAIRGROUNDS & EXPO PARK
ATTN: Helen Funk
P. O. Box 3635
Central Point OR 97502
Phone: (541) 774-8274
Fax: (541) 776-7270

FINANCE
ATTN: Michelle Wickham
10 South Oakdale, Room 314
Medford OR 97501
Phone: (541) 774-6659
Fax: (541) 774-6740

HEALTH & HUMAN SERVICES
ATTN: Jennifer Bartush
140 S Holly St
Medford OR 97501
Phone: (541) 774-7865
Fax: (541) 774-7980

HUMAN RESOURCES
ATTN: Cristy Kell
10 South Oakdale, Room 200
Medford, OR 97501
Phone: (541) 774-6036
Fax: (541) 774-6455

INFORMATION TECHNOLOGY
ATTN: Elys Lance
10 South Oakdale, Room 402
Medford OR 97501
Phone: (541) 774-6498
Fax: (541) 774-6775

JACKSON COUNTY JUSTICE COURT
ATTN: Dawn Dell
4173 Hamrick Rd
Central Point OR 97502
Phone: (541) 774-1286
Fax: (541) 774-1288

ROADS & PARKS
ATTN: Sherry Bonham
200 Antelope Road
White City OR 97503
Phone: (541) 774-8184
Fax: (541) 774-6295

SHERIFF
ATTN: Walter Haussner
5179 Crater Lake Hwy
Central Point OR 97502
Phone: (541) 774-6800
Fax: (541) 774-7699

SURVEYOR
ATTN: Patty Birdsong
10 South Oakdale, Room 318A
Medford OR 97501
Phone: (541) 774-6191