

Please submit this form by mail to the Rule 509 Administrator, P.O. Box 416, Ridgway, PA 15853, or e-mail to rule509admin@countyofelkpa.com; or fax to (814) 772-7780 or in person to Judge's Secretary, Second Floor, Elk County Courthouse, 250 Main Street Ridgway, PA 15853, for records requests pertaining to Elk and/or Cameron County. Other county contact information may be found on the UJS website under "Financial Records" at <http://www.aopc.org/T/AOPC/PublicAccessPolicy.htm>

RULE 509 REQUEST FORM

Please type or print in black or blue ink

Name of Requestor	Last	First	Middle
Signature			Date:
Mailing Address	Street / PO Box		
	Town / City	State	Zip Code
Telephone Number		Fax Number	
E-mail			

Please identify each of the documents that you are requesting. It is important that your request be as specific as possible so that we may determine whether we have the documents.

Note: Information related to standard fees and procedures may be found on AOPC's website at <http://www.aopc.org/T/AOPC/PublicAccessPolicy.htm> or the Court's website for Elk and Cameron Counties at www.co.elk.pa.us/judicial. Additional fees may be levied as necessary to cover costs incurred in fulfilling specific information requests. Pre-payment will be required if expected compliance costs exceed \$100.

OFFICIAL USE ONLY

DATE RECEIVED: **CHARGES:** **COMMENTS:**

TRACKING NO: **TOTAL COST:**
