



City of Tucson

**PUBLIC RECORDS REQUEST**

NAME		DATE	<b>COPIES - \$0.25 PER PAGE</b> (Oversized Copies – price based on size) <i>For Office Use Only</i>
AGENCY NAME		PHONE	
EMAIL ADDRESS			
STREET ADDRESS			NUMBER OF PAGES
CITY	STATE	ZIP	TOTAL AMOUNT DUE

**City records may not be removed from the department where they are stored. Requests will be filled as promptly as circumstances permit. The City may require additional time to process requests when records are retrieved from multiple sources, retrieved from the archive or must be redacted. City staff will provide an estimated delivery time frame.**

Do you want to Inspect or Purchase copies of the record(s)?  <input type="checkbox"/> Inspect / Review <input type="checkbox"/> Purchase copies  Are you using the public record for a commercial or non-commercial purpose?  <input type="checkbox"/> *Commercial <input type="checkbox"/> Non-commercial	Complete name or description of record(s) requested. Please be as specific as possible: (You may use a separate page.)
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**\*A.R.S. 39-121.03.D.-Commercial purpose includes any use of a public record for the purpose of sale or resale or for the purpose of producing a document containing all or part of the copy, printout or photograph for sale or the obtaining of names and addresses from public records to another for the purpose of solicitation or for any purpose where the purchaser can reasonably anticipate the receipt of monetary gain from direct or indirect use of the record. If the request is for Commercial Purposes, provide a brief description of the specific commercial purpose.**

\*Commercial Purpose Statement (attach *Statement of Commercial Purpose Pricing Computation Worksheet*):

**NOTE: A person who obtains a public record for a commercial purpose without indicating the commercial purpose or who obtains a public record for a noncommercial purpose and uses or knowingly allows the use of such public record for a commercial purpose or who obtains a public record for a commercial purpose and uses or knowingly allows the use of such public record for a different commercial purpose or who obtains a public record from anyone other than the custodian of such records and uses it for a commercial purpose shall in addition to other penalties be liable to the state or the political subdivision from which the public record was obtained for damages in the amount of three times the amount which would have been charged for the public record had the commercial purpose been stated plus costs and reasonable attorney fees or shall be liable to the state or the political subdivision for the amount of three times the actual damages if it can be shown that the public record would not have been provided had the commercial purpose of actual use been stated at the time of obtaining the records. A.R.S. 39-121.C.**

<i>For Office Use Only</i>		<b>DEPARTMENT ASSIGNED</b>
DATE RECEIVED:	COMPLETED BY:	COMPLETION DATE:
COMMENTS:		

Save as an electronic document to your desktop; email as an attachment to [cityclerk@tucsonaz.gov](mailto:cityclerk@tucsonaz.gov)  
 OR  
 Print and mail to: City Clerk's Office, P.O. Box 27210, Tucson, AZ 85726-7210

To Whom It May Concern:

Pursuant to the Arizona Public Records Law, I hereby request the following records:

1. Policies, including implementation, termination and expiration notices, mentioning or discussing mask mandates or requirements for employees.
2. Reports regarding alleged violations of or non-compliance with mask mandates or requirements.
3. Records documenting any disciplinary actions taken regarding Item #2.
4. Emails, letters, memos and other written or memorialized discussions with unions or employee representatives regarding actual or proposed mask mandates or requirements (such as those requested in Item #1).

I am a member of the news media and request classification as such. I have previously written about the government and its activities, with some reaching over 100,000 readers in outlets such as Gizmodo, MuckRock, Motherboard, Property of the People, Unicorn Riot, and The Outline, among others. As such, as I have a reasonable expectation of publication and my editorial and writing skills are well established. In addition, I discuss and comment on the files online and make them available through non-profits such as the library Internet Archive and the journalist non-profit MuckRock, disseminating them to a large audience. While my research is not limited to this, a great deal of it, including this, focuses on the activities and attitudes of the government itself. As such, it is not necessary for me to demonstrate the relevance of this particular subject in advance.

As my primary purpose is to inform about government activities by reporting on it and making the raw data available, I request that fees be waived.

The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not.

Thank you in advance for your anticipated cooperation in this matter. I look forward to receiving your response to this request within 10 business days.

Sincerely,

Emma North-Best