



Office of  
**AGRICULTURAL COMMISSIONER**  
555 Airport Way, Suite I  
Camarillo, CA 93010  
Telephone: (805) 388-4222  
Fax: (805) 388-4209

CAC Tracking # \_\_\_\_\_

(YYYYMMDD-Your Initials-#)

**Assigned** \_\_\_\_\_  
Date \_\_\_\_\_ Supervisor Initials \_\_\_\_\_

**Completed** \_\_\_\_\_  
Date \_\_\_\_\_ Supervisor Initials \_\_\_\_\_

**Reviewed** \_\_\_\_\_  
Date \_\_\_\_\_ Supervisor Initials \_\_\_\_\_

**Total Hours** \_\_\_\_\_

## REQUEST TO INSPECT PUBLIC RECORDS

Date Received \_\_\_\_\_

Received by \_\_\_\_\_

Via (phone, email, etc.) \_\_\_\_\_

Name \_\_\_\_\_ Representing \_\_\_\_\_

Phone Number, Fax & Email Address \_\_\_\_\_

**I have read the Department's guidelines and wish to inspect the following public records.**

**Complete Description:**

**To be completed by Departmental personnel:**

Approved

Disclosure of the requested information is  
Prohibited by law. State reason(s) below.

Description inadequate  
To identify records.