

Petition for Viewing Public Records

Date: _____

To Whom It May Concern,

My name is _____, and I am a resident of _____. I am writing to formally request access to public records under the applicable public records law.

Details of the request:

- **Type of Records Requested:** _____
- **Date Range:** _____
- **Specific Information Required:** _____

I believe that these records are essential for my understanding of _____. As per the public records law, I request to review these records in person or receive copies as needed.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email Address]