



STATE OF ARIZONA
 BOARD OF BEHAVIORAL HEALTH EXAMINERS
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DOUGLAS A. DUCEY
 Governor

TOBI ZAVALA
 Executive Director

PUBLIC RECORDS REQUEST FORM

Please use this form to print and mail with a payment. Use the [Submit Online](#) option to pay via credit card.

Name: _____

Address: _____

City, ST, Zip Code: _____

Email Address: _____ Phone: _____

Please complete and submit the following form to request access to or copies of public records. If you are making a request for photocopies, staff will notify you of the cost by mail. If you would like to view the files in person, staff will confirm your request by telephone. Confidential records will not be provided.

License File – List name or license #: _____

Photocopies (\$.50 per page after 4) Email Records* (\$25.00) Review in person

Meeting Information** – For meeting date: _____

Photocopies (\$.50 per page after 4) Email Records* (\$25.00) Audio CD (\$20.00)

Mailing List – Available by Email only – File includes name, mailing address, license # and expiration date.

Excel File (\$150.00) – Email Address: _____

Other (please describe the records you are requesting below):

Photocopies (\$.50 per page after 4) Email Records* (\$25.00) Review in person

*CD available upon request.

**Board minutes available online, and as of January 1, 2019, meeting audio available online.

Will the records you have requested be used for commercial purposes? YES NO

If “YES”, please indicate the commercial purpose: _____

Signature: _____ Date: _____

Board fees under \$40 may be paid by personal check. All other fees are payable by certified check or money order. You may request electronic records, audio CD, mailing list, and license verifications on the Board’s website and pay applicable fees by credit card.