

# LINCOLN COUNTY ASSESSOR'S OFFICE

111 West B Street Suite A  
Shoshone, ID 83352

(208) 886-2161  
assessor@lincolncountyid.us

## FREEDOM OF INFORMATION REQUEST FORM WRITTEN REQUEST FOR INSPECTION OR COPYING OF PUBLIC RECORDS

*Idaho Code §9-348 of the Idaho Code does not permit the County to compile a list of records that could be used as a mailing list.*

**DATE OF REQUEST:** \_\_\_\_\_ **Is request for business/commercial\* purposes?**  **Yes**  **No**  
**\*NOT PERSONAL PURPOSES**

It is a **violation** of the Freedom of Information Act for a person to knowingly obtain a public record for commercial purposes **without disclosing that it is for a commercial purpose.**

Name of person making request [PRINTED and LEGIBLE]	Email address of person making request [PRINTED and LEGIBLE]
Company	Telephone number of person making request
Mailing address of person making request	

**SIGNATURE OF PERSON MAKING REQUEST**

Describe below **in detail** the public records you are requesting (*missing or incomplete information may result in a delayed response*):

Parcel Number (ONE PARCEL PER REQUEST FORM)	Address of Parcel	Owner
RP		
<b>SPECIFICALLY list information requested:</b>		
<input type="checkbox"/> ProVal (Property Valuation Report) <input type="checkbox"/> Other:		
<input type="checkbox"/> Aerial Parcel Map		

**SEND TO: assessor@lincolncountyid.us**

***Missing or incomplete information may result in a delayed response.***

Information will be sent electronically in \*.pdf format unless otherwise specified.

There is no charge for the first 100 pages, black and white, letter or legal size. Additional pages billed at \$.15 per page. [Idaho Code § 9-338(8)(a)(i)-(iii)]  
*Recorded document requests will be processed through the Lincoln County Recorder's Office at \$1/page.* Lincoln County Assessor's Office will respond to the above request within three (3) working days from date received in our office unless one or more of the seven (7) reasons for an extension of time provided for in Section 3(e) of the Act are invoked by Lincoln County Assessor's Office.

### ROUTING OF REQUEST – FOR OFFICE USE ONLY

- Request Granted, Copy of Request Filed  ProVal  Aerial Parcel Map  Other: \_\_\_\_\_
- Unable to Respond for One or More of the Following Reasons
- Request is ambiguous and/or not enough information has been provided.
  - Record not known to exist.
  - Lincoln County Assessor's Office is not the custodian of the requested record.
  - Forwarded request to: \_\_\_\_\_
- Notice of Partial Denial/Denial. Certain information has been determined to be exempt from disclosure pursuant to Idaho Code § 9-340\_\_\_\_ (A-H).  
If your request has been denied or partially denied, the attorney for Lincoln County has reviewed the request, or Lincoln County has had the opportunity to consult with an attorney regarding the request for examination or copying of a record and has chosen not to do so. If you wish to appeal the denial or partial denial of your request for public records you may do so pursuant to the provisions of Idaho Code § 9-343, which requires that a petition be filed in the District Court within 180 days from the date of the mailing of the notice of denial or partial denial.

Date Received: \_\_\_\_\_ by: \_\_\_\_\_ Date Responded: \_\_\_\_\_ by: \_\_\_\_\_