

# OPEN RECORDS ACT REQUEST



Oklahoma State Fire Marshal

Media

General Public

**Information Requested:** Please state with specificity the nature of your request, the records you seek, and the applicable time frames.

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E-MAIL ADDRESS \_\_\_\_\_

Purpose of Request:  Personal  Commercial  Public Interest

NAME OF PERSON MAKING REQUEST (Please Print Name)

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

STATE \_\_\_\_\_

ZIP \_\_\_\_\_

PHONE \_\_\_\_\_

FAX \_\_\_\_\_

If this is a media request, who are you affiliated with.

SIGNATURE OF REQUESTOR \_\_\_\_\_

DATE SIGNED \_\_\_\_\_

You will be notified of any applicable fees pursuant to the Oklahoma Open Records Act, 51 O.S. §§ 24A.1 - 24A.30. Do **NOT** send money prior to receiving notification of applicable fees and the exact amount due.

RETURN FORM TO:

Oklahoma State Fire Marshal  
Attn: Open Records Act Request Coordinator  
2401 NW 23rd Street, Suite 4  
Oklahoma City, OK 73107  
Phone (405) 522-5009  
Email: [Susie.Cain@fire.ok.gov](mailto:Susie.Cain@fire.ok.gov)