

Oklahoma Funeral Board

3700 N. Classen, Ste 175

Oklahoma City, OK 73118

REQUEST FOR DUPLICATION OF RECORDS PER OPEN RECORDS ACT - (Title 51 §24.a.1)

Right of Privacy - (Title 21 §839.1)

****PROCESS FOR COMPLETION OF YOUR REQUEST WILL TAKE AN ESTIMATED 4-6 WEEKS****

ORDERED BY:

Name: _____ Firm: _____

Phone: _____ Fax: _____

Address: _____

Description of Item(s) Requested: _____

_____ Plain or Certified (Circle one)

Locating Information: _____

(Name, Date of Birth, Establishment Name, Establishment Address, etc.)

Date of Public Record: _____ Purpose of Request: _____

Person Requesting Release of Record(s): _____

(Please Print Name)

Person/Company Representing: _____

(Please Print)

Address: _____

(Street)

(City)

(State)

(Zip)

Signature of Person Making Request(s): _____

Date of Request: _____

Cost per plain page is \$0.25 per page. Cost per certified page is \$1.00 per page.

Copy Fee(s): Number of Plain Copies _____ X charge per page (\$0.25) = \$ _____

Copy Fee(s): Number of Certified Copies _____ X charge per page (\$1.00) = \$ _____

Signature of Person Authorized to Release Records: _____