OPEN RECORDS ACT REQUEST

Oklahoma Office of the Secretary of State

☐ Media ☐ General Public

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

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:

completed forms must be mailed or emailed* to our office at the addresses provided. *Only PDF format accepted and place *OKSOS Open Records* in the subject line of the email.

Oklahoma Office of the Secretary of State
Attn: Open Records Act Request Coordinator
2300 N. Lincoln Blvd, Room 122
Oklahoma City, OK 73105
P. (405) 521-3912
E. executivelegislative@sos.ok.gov