

PUBLIC RECORDS REQUEST

Public records will be provided electronically unless otherwise specified on this form. Records can be inspected by appointment only during normal business hours at no cost. Pursuant to the Public Records Act, the records will be provided within ten (10) days of the date received by the The HP office unless the requestor is notified that additional time is needed to gather the requested records. Requests must be submitted to The HP office in order to be processed. Requests will be processed in the order received.

Email: admin@hollywoodpartnership.com Website: www.hollywoodpartnership.com

Please type or print legibly.

Requestor's Name: _____

Requestor's Mailing Address: _____

City, State, Zip: _____

Daytime Telephone Number: _____

E-mail Address (for receipt of electronic delivery of records):

Check here if you wish to INSPECT records specified in this request at no charge by appointment.

Please specify exactly what record(s) or document(s) you are requesting. Unclear requests may result in delay, error, or the necessity for you to resubmit the request. You may attach additional pages or an itemized list.

The HP will respond to requests for public records in accordance with the terms of the Public Records Act as the Act now exists or may hereafter be amended, and nothing in this Policy is intended nor shall it be construed to conflict with the terms of the Public Records Act.

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