



**\*Sunshine Law Request\***  
**[Request for Public Records]**

**Date:** \_\_\_\_\_

**To: City Of Boonville Police Department**  
Attn: Chief Communications Officer/Records  
401 E. Morgan Street  
Boonville, MO 65233  
(660) 882-2727

This is a request for records under the Missouri Sunshine Law, Chapter 610, Revised Statutes of Missouri. Please check appropriate request(s).

☐ **I request that you make available to me the following records:** (Describe the records as specifically as possible. Where you are asking for records that cover only a particular period, such as last year or a specific month, identify that time period).

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☐ **I request that you make available to me all records that relate to:** (If you know the subject matter of the records, but do not have additional information, use this alternative. Be as specific as possible; include dates if you can).

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☐ **I request that the records responsive to my request be copied and sent to me at the following address:**

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☐ I believe that this request serves the public interest, and is not just for personal or commercial interest, therefore, I ask that the fees be waived. I request that all fees for locating and copying the records be waived. The information that I obtain through this request, will be used to (describe how you will use this information and why the usage is in the public interest):

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☐ I understand that there is a fee for copying of 10 cents per page and a research/pull fee of \$20.00 per hour. Please let me know in advance of any search or copying if the fees will exceed \$ \_\_\_\_\_

☐ If portions of the requested records are closed, please segregate the closed portions and provide me with the rest of the records.

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Printed Name

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Address

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City, State, Zip

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Email Address

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Phone

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Signature