



City of Hot Springs Request for Open Records

The Finance Office will process the request within five business days.

(Please Print)

Name of Individual Requesting Open Records: _____

Address: _____

Telephone: _____ Date: _____

Email Address: _____

Signature: _____

Information Requested: _____

Request Granted: []

Request Denied: [] Reason: _____

Signature: _____

*Please Note, a .20 cent / page copy fee applies if copies are provided by City Hall.