City of Tigard, Oregon

Request for Fee Waivers or Reductions

(Attach to the City of Tigard Public Records Request Form)

Fee waivers or reductions for public records requests are only granted after it has been determined that the fee waiver or reduction is in the public interest because making the record available will primarily benefit the general public. ***ORS 192.440***

Below please provide reasoning that will justify a fee waiver or reduction for this public records request. Cite how the general public will benefit significantly from this information, and specifically which members of the general public will benefit. Describe your ability to disseminate or use this information in a way that will lead to a greater public understanding of it. If you, or anyone you represent, have a commercial interest in this information, it must also be mentioned.

All requests for public fee waivers or reductions will be considered on a case-by-case basis by the Director of the Department from which the records originate. A decision will be made within one week; after which you will be notified by mail.

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Request submitted by: _____ Date:_____

Request is approved ☐ **Request is denied** ☐

If the request is denied, please provide the reason _____

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Department Director Date