



# County of San Diego

DEPARTMENT OF ENVIRONMENTAL HEALTH  
FOOD AND HOUSING DIVISION

P.O. BOX 129261 SAN DIEGO, CA 92112-9261  
PHONE: (858) 505-6900 | FAX: (858) 505-6998 | 1 (800) 253-9933 | [www.sdcdeh.org](http://www.sdcdeh.org)

## PUBLIC RECORDS REQUEST Food and Housing Division

<b>Requestor Name:</b> _____	<b>Date:</b> _____
<b>Telephone:</b> (    ) _____	<b>FAX:</b> (    ) _____
<b>Company / Organization Name:</b> _____	
<b>Mailing Address:</b> _____	
_____	
<b>E-Mail Address:</b> _____	

A request is hereby made to review DEH records. A separate form must be completed for each address. Email your completed form to [FHDUTYEH@sdcounty.ca.gov](mailto:FHDUTYEH@sdcounty.ca.gov), or Fax to (858) 505-6998.

To help us identify all the records you wish to review, please indicate the range of dates and purpose of your search. If you know the document(s) you want to review, please check below.

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Inspection report | <input type="checkbox"/> Health Permit Application | <input type="checkbox"/> Other (explain below) |
| <input type="checkbox"/> Notice            | <input type="checkbox"/> Complaints                |  |

Range of Dates and Reason for reviewing DEH records: \_\_\_\_\_  
\_\_\_\_\_

Facility Name: \_\_\_\_\_ Permit #: \_\_\_\_\_

Site Address: \_\_\_\_\_

**PHOTOCOPIES ARE AVAILABLE FOR A FEE OF \$0.10 PER PAGE.**

**FOR OFFICE USE ONLY BELOW THIS LINE**

Files reviewed by \_\_\_\_\_ Date \_\_\_\_\_

Photocopies \_\_\_\_\_ Cost \_\_\_\_\_ Paid \_\_\_\_\_

Photocopies picked up/mailed on \_\_\_\_\_ By \_\_\_\_\_  
Date Name

A search for DEH records checked above has been conducted and NO RECORDS for the facility requested were found.

\_\_\_\_\_  
Signature Title Date