



# County of San Diego

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DEPARTMENT OF ENVIRONMENTAL HEALTH  
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1-800-253-9933 www.sdcdeh.org

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ASSISTANT DIRECTOR

## PUBLIC RECORDS REQUEST Food & Housing Division

**Requestor Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Telephone:** (     ) \_\_\_\_\_ - \_\_\_\_\_ **FAX:** (     ) \_\_\_\_\_ - \_\_\_\_\_

**Company / Organization Name** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_  
\_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_

A request is hereby made to review DEH records. A separate form must be completed for each address. Fax your completed form to FHD Public Record Request at (858) 505-6998 or mail your request to address above Attn: FHD Public Record Request or E-mail to: FHDUTYEH@sdcounty.ca.gov

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 \$0.20 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