7

Los Angeles County Department of Public Works

PUBLIC RECORDS INSPECTION/COPYING REQUEST

In accordance with the California Public Records Act, California Government Code 6250, et al., the Los Angeles County Department of Public Works (DPW) will respond to requests for DPW records and documents, and provide access to records and documents that have been designated public information. Every person has a right to inspect public records as provided in the Act at all times during the Department's office hours.

("Public records" consist of any information relating to the public's business prepared, owned, used, or retained by any public agency. Included are handwritten, typewritten, printed or photocopied documents; photographic films and prints; maps; magnetic or paper tyapes; magnetic or punched cards; discs; and other forms of data.)

Pursuant to the Act, certain records are not subject to disclosure. DPW, upon any request for a copy of records, shall determine within 10 days after the receipt of such request whether to comply with the request and shall immediately notify the person making the request of such determination. In unusual circumstances, the 10-day period specified above may be extended an additional 10 working days by written notice to the requestor, stating the reasons for the extension and the date a determination is expected.

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Please print the following information:

Requested by [signature] Edward C Ip 5/29/08

Signature / Print Name / Date

Firm Name Law Office of Edward C. Ip for Cop-USA, Inc Telephone (626) 228-0638

Address 4424 Santa Anita Ave. ~~CA~~ Suite 201 CA 91731

DOCUMENTS ADDRESS

Job file for 14650 Valley Blvd

Are the documents requested being sought for the purpose of litigation? Yes ☐ No ☒

If yes, please indicate the:

Case Name No law suit at this time

Case Number ______ Court Location ______

I understand I will be charged for this service. Estimated cost (if over $50) $ ______

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Documents delivered by ______

Signature / Date

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