



REQUEST FOR PUBLIC RECORDS (PRA)

Please complete this form so that the Treasurer-Tax Collector may identify records that are responsive to your request. Responsive records are charged at the cost of fifteen cents (\$0.15) per page. If you request the records to be provided by email, we will try to produce such records electronically if it is feasible to do so. If producing the records requires data compilation, extraction or programming, you will be required to bear the cost, including the cost of programming and other necessary computer services, which may be at significant cost. If the requested record is already available online, we will direct you to the website where it is available 24/7 at no cost. **Completing this form is voluntary and is not a prerequisite or condition for receiving public records under the provisions of the California Public Records Act.**

NOTE:

- For ownership, property assessed values, exemptions, or address information, contact the Assessor at (714) 834-2727.
- Property tax bill information and property tax payment date information are only available from 2000 forward.
- If you are the property owner for the time period of the records being requested, request information by emailing AskTaxCollector@octreasurer.gov. Do not use this PRA form.
- Copies of property tax bills for the last sixteen years, and payment dates and amounts for the last two years are available online at TaxBill.octreasurer.gov.

Email this form to PIO@octreasurer.gov, fax form to (714) 834-2912 or mail to above address.

Requesting Party Contact Information (Please print clearly)

Date of Request: _____

Name: _____

Company: _____

Address: _____
Street City State Zip Code

Phone Number: _____ Fax Number: _____

Email Address: _____

How would you like the record(s) provided to you?

☐ Email ☐ Fax ☐ US Mail ☐ In-Office Review

Describe the specific public record(s) requested- use the back of the page if required (i.e. Property Tax Bill for FY 2023-24, or payment amount and date of property taxes paid in 2022 for APN XXX-XXX-XX):
