



PUBLIC RECORD REQUEST FORM

Please complete this form and send to:

Oregon Department of State Lands

Attn: Melissa Pelton

775 Summer St. NE, Suite 100

Salem OR 97301

Email to: Public-Records.Requests@DSL.oregon.gov;

Fax: (503) 378-4844

CONTACT INFORMATION

Name:

Email:

Organization:

Phone:

Date:

Fax:

Mailing Address:

FEES

Statewide Fee Structure: <http://www.oregon.gov/das/Policies/107-001-030.pdf>

REQUEST (Detail of records being requested)

Please be as specific as possible. For example, specify file number, file name, site location (township, range and section). If your request involves a large number of documents, or if it is difficult to determine which documents you are interested in, we may contact you to set up an appointment for you to come in to our office to review the file(s). Please let us know what dates and times are most convenient for you to do this.