



Suzanne "Suzie" Sainz
SANTA CRUZ COUNTY RECORDER
2150 N. Congress Drive, Suite 101 Nogales, Arizona 85621

REQUEST FOR PUBLIC RECORDS

REQUESTING PARTY INFORMATION

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____ Telephone: _____

Representing: _____

Address: _____

City: _____ State: _____ Zip Code: _____ Telephone: _____

PUBLIC RECORD(S) REQUESTED

Please specify the exact record(s) requested and the number of copies: _____

Please indicate the intended use of the records requested: _____

Records are 25 cents per page and if for a commercial purpose an additional \$15 per hour per person charge for time expended in search and retrieval of requested records.

I declare that I have read A.R.S. § 39-121.03 (which includes the definition of "commercial purpose") and § 39-161 which sets forth the criminal penalty for making a false statement on this request as they appear on the reverse side of this request. I further declare under penalty of law that the foregoing is true and correct.

Signature of requesting party

Date

FOR OFFICE USE ONLY

Records released: _____

Number of pages: _____ Hours spent on search and retrieval (if for commercial purpose: _____

Fees collected: _____ Date delivered/mailed: _____ Staff initials: _____

To the extent that any confidential documents exist between a County employee and counsel seeking legal advice, those documents are not included in this response and the County asserts attorney-client privilege as to those documents. If you have inadvertently received attorney-client privileged information, the County continues to assert the privilege and requests that you return any such documents immediately.

ACKNOWLEDGMENT OF RECEIPT OF RECORDS

By signing below, I acknowledge receipt of the records detailed above on this date.

Signature of receiving records

Date

[39-121.03. Request for copies, printouts or photographs; statement of purpose; commercial purpose as abuse of public record; determination by governor; civil penalty; definition](#)

A. When a person requests copies, printouts or photographs of public records for a commercial purpose, the person shall provide a statement setting forth the commercial purpose for which the copies, printouts or photographs will be used. Upon being furnished the statement the custodian of such records may furnish reproductions, the charge for which shall include the following:

1. A portion of the cost to the public body for obtaining the original or copies of the documents, printouts or photographs.
2. A reasonable fee for the cost of time, materials, equipment and personnel in producing such reproduction.
3. The value of the reproduction on the commercial market as best determined by the public body.

B. If the custodian of a public record determines that the commercial purpose stated in the statement is a misuse of public records or is an abuse of the right to receive public records, the custodian may apply to the governor requesting that the governor by executive order prohibit the furnishing of copies, printouts or photographs for such commercial purpose. The governor, upon application from a custodian of public records, shall determine whether the commercial purpose is a misuse or an abuse of the public record. If the governor determines that the public record shall not be provided for such commercial purpose the governor shall issue an executive order prohibiting the providing of such public records for such commercial purpose. If no order is issued within thirty days of the date of application, the custodian of public records shall provide such copies, printouts or photographs upon being paid the fee determined pursuant to subsection A.

C. A person who obtains a public record for a commercial purpose without indicating the commercial purpose or who obtains a public record for a noncommercial purpose and uses or knowingly allows the use of such public record for a commercial purpose or who obtains a public record for a commercial purpose and uses or knowingly allows the use of such public record for a different commercial purpose or who obtains a public record from anyone other than the custodian of such records and uses it for a commercial purpose shall in addition to other penalties be liable to the state or the political subdivision from which the public record was obtained for damages in the amount of three times the amount which would have been charged for the public record had the commercial purpose been stated plus costs and reasonable attorney fees or shall be liable to the state or the political subdivision for the amount of three times the actual damages if it can be shown that the public record would not have been provided had the commercial purpose of actual use been stated at the time of obtaining the records.

D. For the purposes of this section, "commercial purpose" means the use of a public record for the purpose of sale or resale or for the purpose of producing a document containing all or part of the copy, printout or photograph for sale or the obtaining of names and addresses from public records for the purpose of solicitation or the sale of names and addresses to another for the purpose of solicitation or for any purpose in which the purchaser can reasonably anticipate the receipt of monetary gain from the direct or indirect use of the public record. Commercial purpose does not mean the use of a public record as evidence or as research for evidence in an action in any judicial or quasi-judicial body.

[39-161. Presentment of false instrument for filing; classification](#)

A person who acknowledges, certifies, notarizes, procures or offers to be filed, registered or recorded in a public office in this state an instrument he knows to be false or forged, which, if genuine, could be filed, registered or recorded under any law of this state or the United States, or in compliance with established procedure is guilty of a class 6 felony. As used in this section "instrument" includes a written instrument as defined in section 13-2001.

***Terms and Conditions:**

I understand that voter registration files, lists or reports (“voter data”) from Santa Cruz County’s Voter Register are subject to protections and restrictions as provided by Arizona law. I agree to the following terms and conditions to receiving data electronically from the Santa Cruz County Recorder’s Office:

1. Voter data is sought for an authorized use.

Precinct registers and other lists and information derived from registration forms may be used only for the following purposes:

- relating to a political or political party activity,
- a political campaign or an election,
- for revising election district boundaries or
- for any other purpose specifically authorized by law

Any person in possession of a precinct register or list, in whole or part, or any reproduction of a precinct register or list, shall not permit the register or list to be used, bought, sold or otherwise transferred for any purpose except for uses otherwise authorized.

2. Voter data will not be used for a commercial purpose. These records may not be used for a commercial purpose as defined in A.R.S. §

39-121.03. The sale of registers, lists and information derived from registration forms to a candidate or a registered political committee for a use specifically authorized by this subsection does not constitute use for a commercial purpose.

3. Internet Posting is Prohibited. A person in possession of information derived from voter registration forms or precinct registers shall not

distribute, post or otherwise provide access to any portion of that information through the internet.

4. Charge for Records. The County Recorder on a request for an authorized use shall prepare copies records and furnish them to any person requesting them on payment of a fee equal to the following amounts for the following number of voter registration records provided: **STANDARD FEE FOR DATA REQUESTS**

- For 1-124,999 records – \$93.75 plus \$0.0005 per record
- For 125,000 – 249,999 records - \$156.25 plus \$0.000375 per record
- For 250,000 – 499,999 records - \$203.13 plus \$0.00025 per record
- For 500,000 -999,999 records - \$265.63 plus \$0.000125 per record
- For 1,000,000 or more records - \$328.13 plus \$0.0000625 per record

5. If for an authorized use, the following voter data will be redacted:

- the month and day of birth date,
- the social security number or any portion thereof,
- the driver license number or non-operating identification license number,
- the indian census number,
- the father's name or mother's maiden name,
- the state or country of birth
- the records containing a voter's signature
- voter’s email address.

6. Unredacted voter data will be accessible to, or reproduced, only for the following individuals:

- the voter,
- for any purpose by an entity designated by the Secretary of State as a voter registration agency pursuant to the national voter registration act (NVRA)
- for signature verification on petitions and candidate filings,
- for election purposes and
- for news gathering purposes by a person engaged in newspaper, radio, television or reportorial work, or connected

with or employed by a newspaper, radio or television station or pursuant to a court order.

- However, notwithstanding any other law, a voter's e-mail address may not be released for any purpose.

A PERSON WHO VIOLATES ANY OF THESE PROVISIONS, AS SET FORTH IN A.R.S. §16-168(E) AND (F) IS GUILTY OF A CLASS 6 FELONY.