



EHD LOG NUMBER:

APPLICANT: BUSINESS/AGENCY: ADDRESS: CITY/STATE/ZIP: PHONE (1): PHONE (2): FAX OR E-MAIL:

Please allow 10 business days from date of application submittal for the records to be available. Staff will contact you to arrange an appointment date and time to review the requested records.

SIGNATURE OF APPLICANT DATE

- 1. List up to ten addresses in the space below. Address ranges WILL NOT be accepted. Select the type(s) of files from the list below by checking the appropriate box(es). At least one file type MUST be selected. Fax to (209) 464-0138, mail to the address indicated below, or email to ehdfilereview@sjgov.org. Applications received after 3:00 pm will be processed the next business day. 2. For assistance in identifying the nature and content of EHD records, please contact EHD at the number noted below. 3. The EHD will notify the applicant if any EHD files exist. An appointment for review will be confirmed approximately ten (10) days after receipt of application. The files will be held for a maximum of five business days for review. Appointments should be scheduled accordingly. 4. Any file not returned in the same condition as released will be reorganized by EHD staff at the expense of the applicant. Future file reviews by the same applicant may require a \$152 deposit prior to review.

SEPTIC AND WELL PERMITS ARE AVAILABLE FOR REVIEW ONLINE AT: https://www.sjgov.org/departments/envhealth/public-records

Electronic Information: List Map - Description:

Specific Date Range of Information Requested: From to

Table with 4 columns: ENVIRONMENTAL HEALTH DEPARTMENT FILES, FILE ADDRESS (Street #, Street Name, City), EHD USE ONLY, and checkboxes for various file types like Underground Tank, Hazardous Waste, etc.

\*\*\*BOXED AREA - EHD USE ONLY\*\*\*

Records provided by Staff-PPR Complete. Staff Name: EHD 48-06