



## Request For Release Of Public Records For Commercial Purposes

### COPY REQUESTS AND CHARGES

Copies of reports are available by mail or email communication to the public following final completion of all the reports prepared on a case. To request copies, complete and return the attached release form. Our office will contact you when the report is complete in order to remit payment. **Please do not remit payment prior to being contacted by our office.** The time frames for the completion of reports may vary depending on the circumstances of each individual case.

The charges for copies of public records are as follows:

**Autopsy report (includes ancillary reports, if applicable):** \$35.00 per report – includes postage

**Ancillary lab test report only:** \$10.00 per report – includes postage

(Ancillary lab tests including but not limited to: Toxicology, Infectious Disease, Cytogenetics/DNA, Forensic Anthropology, Forensic Odontology, Neuropathology)

Payment in the form of a money order, cashier's check or business check made payable to Pinal County Medical Examiner's Office in the amount totaling the reports requested is required prior to releasing copies of reports. Credit and debit cards may be used online for payments. Payment may be made online at <https://client.pointandpay.net/web/PinalCountyMedicalExaminer>. Personal checks will NOT be accepted.

**Caution: Arizona Revised Statute 39-121.03 (A) provides:** 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.

**Arizona Revised Statute 39-121.03 (C) provides:** A person who obtains public records for a commercial purpose without indicating the commercial purpose or who obtains a public record for a non-commercial 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's 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 records would not have been provided had the commercial purpose actual use been stated at the time of obtaining the records.



## Request For Release Of Public Records For Commercial Purposes

Requestor: \_\_\_\_\_

Organization/Agency: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Decedent: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Date of Death: \_\_\_\_\_

Please check the box next to the type of report requested:

Autopsy report

Ancillary lab report only (list name of report) \_\_\_\_\_

### STATEMENT OF COMMERCIAL PURPOSE

Please state the purpose for which the above record is being requested:

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Signature \_\_\_\_\_ Date \_\_\_\_\_