



Public Records Request

In accordance with the Colorado Open Records Act (CORA), section 24-72-200.1 *et. seq.*, Colorado Revised Statutes, as amended, Pikes Peak Regional Building Department (PPRBD) is happy to assist with requests for PPRBD's public records. As permitted under Colorado state law, PPRBD does charge a nominal fee for such requests.

PPRBD charges a nominal fee of \$50.00 per record in response to a request for research, retrieval and production of public records. This fee includes the cost of providing electronically or otherwise a copy, printout, or photograph thereof, if applicable. Exceptions to the imposition of this nominal research and retrieval fee are requests for retrieval, inspection and/or production of a large amount of public records, or requests, which may require a substantial amount of time to retrieve, make available for inspection and/or production. Such requests shall be handled by PPRBD on a case by case basis in accordance with section 24-72-205, Colorado Revised Statutes, as amended. Further, a request for certification of records may be made, for which PPRBD charges \$50.00 per certification per record.

All payments must be paid by cash, check, credit card (Visa, Mastercard or Discover) or money order in the exact amount. Sufficient payment must accompany the request. Make checks payable to "Pikes Peak Regional Building Department".

In person or by mail:

Pikes Peak Regional Building Department
2880 International Circle
Colorado Springs, Colorado 80910

By telephone:

Leigh Blackburn
Legal Administrative Assistant
Pikes Peak Regional Building Department
O: 719-799-2704 E: leighb@pprbd.org W: pprbd.org

Please do NOT send credit card or personal information over fax or email.

The request(s) should be directed to:

Pikes Peak Regional Building Department
Attn: Legal Department
2880 International Circle
Colorado Springs, Colorado 80910
O: 719-799-2700 E: jina@pprbd.org W: pprbd.org

Last Updated: July 11, 2019