

OFFICE OF THE STATE'S ATTORNEY

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ANNE ARUNDEL COUNTY, MARYLAND

Request Fees

Reproduction and archive retrieval fees may apply. An hourly fee is charged for requests that require more than two hours to fulfill. This fee is based on the hourly rates of the county employees who will process your request.

Fee agreement

I am willing to pay all fees for this request without prior notification.
I am willing to pay fees up to the dollar amount listed below. If you estimate that the fees will exceed this limit, please contact me.

Requestor Information

Information of the person making this request

First name:

Last name:

Company / organization, if applicable:

Email address:

Phone number:

Address:

Apartment / suite number:

City:

State:

Zip code:

Request Information

To avoid unwanted reproduction and archive retrieval fees, please be specific when detailing your request.

Please describe or identify the records that you want to inspect or copy

Include the document type (ex: reports), timeframe (ex: January 1, 2021 - March 1, 2021), specific search terms, and/or the names of specific individual(s) (ex: John Smith, Jane Smith).

Requestor Interest or Involvement

Most records of public agencies are generally releasable; however, some records contain both releasable and privileged or exempt material that would require denial in part (redactions) or in whole (denial). In those instances, a person in interest may be granted greater right of access. **Persons in interest are generally a subject of the record or a subject's representative.**

In order to determine whether records responsive to this request are subject to disclosure, or if redactions will be required or the record denied, the Anne Arundel County State's Attorney's Office may need to determine your interest and/or involvement in the record(s). **If you do not provide any additional information below, it will be assumed that you require anonymity and this may affect what records are subject to disclosure, or if redactions will be required or the record denied.**

DEFINITION OF A PERSON IN INTEREST

1. A person or governmental unit that is the subject of a public record or a designee of the person or governmental unit;
2. A person with a legal disability, or the parent or legal representative of the person;
3. Or, as to requests for correction of certificates of death under §5-310(d)(2) of the Health--General Article, the spouse, adult child, parent, adult sibling, grandparent, or guardian of the person of the deceased at the time of the deceased's death.

Are you a "person in interest?"

Yes

No

Please explain how you are a “person in interest.”

Please include a copy of your Photo ID

**The completed form and any attachments may be emailed to
asksao@aacounty.org**