



**ENVIRONMENTAL & SUSTAINABILITY DIVISION  
ENVIRONMENTAL RECORDS INFORMATION REQUEST FORM**

The City of Mesa Environmental & Sustainability Division (ESD), a division of the Environmental Management & Sustainability Department (Department), provides the services for records search and duplication of records associated with private or city properties as it pertains to any environmental related complaints, inspections, responses, and violations, and any environmental studies conducted by the City.

**Submitting Form:** Submit the attached form to ESD by faxing the form to 480-644-4774, emailing the form to [environ.info@mesaaz.gov](mailto:environ.info@mesaaz.gov) or through postal mail to:

City of Mesa  
320-Environmental & Sustainability-MS9950  
Environmental Records Request  
P.O. Box 1466  
Mesa, Arizona 85211-1466

**Review Period:** Please allow 10 to 15 business days for us to conduct the records review and retrieve the documents.

**Preferred Method:** On the attached form, please specify the preferred method of for delivery of the results of your request. Most records are only available in electronic version.

**Disclaimer:** Information provided by ESD is in no way a complete record of potential environmental impacts to the referenced property and information may need to be requested from other City departments or divisions and/or other regulatory agencies. ESD makes no claims or representations of the completeness of the records search or accuracy of the information obtained, and assumes no liability resulting from its use.



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Requesting Party Information:

Requesting Contact:
Company:
Address:
Email:
Phone Number: Fax Number: Date Requested:
Preferred Method: [ ] Email [ ] Pick-up [ ] Fax [ ] Postal Delivery

Record Request Use:

[ ] Non-Commercial Use I hereby certify under penalty of perjury that the requested records will not be used for commercial purpose as defined in ARS 39-121.03 Date:
[ ] Commercial Use State Purpose(s):

Requested Property Information:

Street Address & ZIP:
Parcel Number(s):
Facility Name:
Past Facility Name(s):

Types of Records Requested:

- [ ] Environmental related complaints, inspections, responses, and violations
[ ] Environmental Site Assessments performed by the City
[ ] Asbestos and Lead-Based Paint surveys performed by the City

\*\*\*City of Mesa Personnel Only\*\*\*

Review Performed By: Phone: Date of Results:

Per your request, and in keeping in compliance with the Freedom of Information Act, the City of Mesa Environmental & Sustainability Division (ESD) is forwarding the results of the environmental records review for the property described above.

As part of this review, the following databases were searched for the information supplied by the requesting contact:

- Enterprise Document Management System
• Tidemark Database

Records Review Result Summary: