



# JACKSON COUNTY, COLORADO

## Records Request

To request records under the Colorado Open Records Act or "CORA" (Colorado Revised Statutes §24-72- 201, et seq), please complete and return this form. Most records requests will be fulfilled within 3 business days; if extenuating circumstances prevent a 3-day turnaround, staff will provide a timing estimate. Fees may apply.

### Your Request

Today's date: \_\_\_\_\_

Records requested (please be specific): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date range of records: \_\_\_\_\_

I am (check one): ☐ Requesting electronic records ☐ Asking to inspect records in person\*

### Your Contact Information

Name: \_\_\_\_\_

Agency/Company: \_\_\_\_\_

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

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

Phone 1: \_\_\_\_\_

Phone 2: \_\_\_\_\_

Email: \_\_\_\_\_

### Please send your request to the proper records custodian:

- Building permits and building inspection records: (970)723-8580  
[smartin@jacksoncountyco.gov](mailto:smartin@jacksoncountyco.gov)
- Landmark Preservation records: (970)723-4334 [hjohnson@jacksoncountyco.gov](mailto:hjohnson@jacksoncountyco.gov)
- Road Reports (970)723-4481 [tcrowner@jacksoncountyco.gov](mailto:tcrowner@jacksoncountyco.gov)
- Assessor (970)723-4751 [plarsen@jacksoncountyco.gov](mailto:plarsen@jacksoncountyco.gov)
- Treasurer (970)723-4220 [ewyatt@jacksoncountyco.gov](mailto:ewyatt@jacksoncountyco.gov)
- Administration (970)-723-4660 [smartin@jacksoncountyco.gov](mailto:smartin@jacksoncountyco.gov)
- Sheriff (970) -723-4242 [sheriffpoley@jacksoncountyco.gov](mailto:sheriffpoley@jacksoncountyco.gov)

\*To inspect records in person, please schedule an appointment in advance with the associated office listed above. Fees may apply.