



Fire Department

Request for Copies of Environmental Documents

I, the undersigned, hereby request the following document(s), or portions thereof, as indicated below.

I agree to pay the City of El Segundo, at the time of receipt of these documents, a copying charge of twenty cents (.20) per page (first five pages are free) and ten cents (.10) per page if Fair Political Practices Commission Forms.

FULL NAME (Please Print)

SIGNATURE

ADDRESS

TELEPHONE

CITY, STATE, ZIP

EMAIL

TODAY'S DATE

DESCRIPTION OF DOCUMENT(S)

I am requesting the following environmental documents:

Storage Tanks | Hazardous Materials Inventory | Hazardous Wastes | Chemical Incidents

Other (Describe Other Documents. Please use a separate line for each document requested):

List up to 3 locations (please be specific and identify only by address(s) and not by name of company):

1st ADDRESS: _____

2nd ADDRESS: _____

3rd ADDRESS: _____

PURPOSE OF REQUEST: Phase I and/or II Right-to-Know
 Investigation Other _____

INSTRUCTIONS:

1. After completing this form, submit for processing to the attention of Carol Lynn Urner; By **EMAIL** to turner@elsegundo.org by **FAX** to (310) 414-0929; by **U.S. MAIL** to El Segundo Fire Station 1, 314 Main Street, El Segundo, CA 90245; or **IN PERSON** to El Segundo Fire Station 1, 314 Main Street, El Segundo, CA 90245.
2. Once your completed form is received, you will be contacted within a few days with a date and time (*within 10 working days of your request*) when the documents will be available for you to review. Documents will remain available for an additional 10 working days beyond the date they become available.
3. Please bring a current Driver's License or other Government I.D. to validate your identification.
4. You may use the City's copier (for a charge), or bring contract copy services. There will be no City staff available to assist you with making copies.