



**State of Arizona
Constable Ethics, Standards & Training Board**

INSTRUCTIONS

- Complete this form by typing or printing all of the requested information. Use separate forms if you are making multiple requests.
- Be as complete and detailed as possible. Include your contact information.
- Mail, fax or e-mail your request to the CESTB. Contact information is listed below.
- If your contact information should change while your request is pending, notify the Board immediately.

PUBLIC RECORDS REQUEST

Name _____

Date

Address

Phone _____

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Document(s) Requested:

Does this document relate to a specific constable? _____ YES _____ NO

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If yes, which constable?

* Whenever possible, CESTB will comply with public records requests as quickly as possible. Necessarily, the time required to prepare the requested documents will vary depending on size, content, and other factors. For this reason, CESTB does not specify how long document production will take, as each request is unique. Your name and contact information is required for CESTB to inform you of the status of your request and to arrange delivery of the requested documents. At this time CESTB does not charge a fee for copying costs, however the Board reserves the right to enact such fees as deemed necessary.