

# CRR INFORMATION REQUEST FORM

Oregon Revised Statute 65.774

**Inspection of records by members - a member is entitled to inspect and copy, at a reasonable time and location specified by the corporation, any of corporation described in ORS 65.771 if the member gives the corporation written notice of the member's demand at least five business days before the date on which the member wishes to inspect and copy:**

A member may inspect and copy the records identified in subsection (2) of this section only if:

1. The member's demand is made in good faith and for a proper purpose;
2. The member describes with a reasonable particularity the purpose and the records the member desires to inspect; and
3. The records are directly connected with this purpose.

The CRR Board of Directors approved a fee for copies and document collection 9/30/05:

1. \$.10 per page for simply making a copy of a document single sided.
2. \$.20 per page for simply making a copy of a document two sided.
3. \$.25 per page for researching, finding, collecting and copying a document.

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

**RECORDS REQUESTED:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**DESCRIPTION OF PURPOSE:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**# OF COPIES:** \_\_\_\_\_

**STAFF TIME:** \_\_\_\_\_

**Approved Board of Directors 10/21/02: 97760 Zip Code Memberships Only**

**I certify that the information requested is not for litigation.**

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_