

**PUBLIC HEALTH INVESTIGATION
CUSTODIAN OF RECORDS
REQUEST FOR PUBLIC RECORDS**

TEL 323 659-6148

FAX (323) 728-0217

Complete the Custodian of Records Request for Public Records Form in blue or black ink, or type.

If you have any questions about completing the form call (323) 659-6148

Submit your request to Public Health Investigation, Custodian of Records Office to Fax Number (323) 728-0217, Email to phicor@ph.lacounty.gov, or mail to:

Public Health Investigation
5555 Ferguson Drive Suite 120-04
Commerce, CA 90022

***Required Information**

REQUESTOR INFORMATION	
Name *	
Address *	
City *	
State *	
Zip *	
Telephone No. *	
Fax No.	
Website/Email	

CONTACT PERSON INFORMATION (If different from Requestor)	
Name	
Telephone No.	

DELIVERY OF RECORDS (If different from Requestor)	
Address	
City	
Zip	

RECORD INFORMATION Type of Record * (Choose only one per request)			
ENVIRONMENTAL HEALTH DISTRICT SURVEILLANCE	ENVIRONMENTAL HEALTH PROTECTION	ALL OTHERS	
Apartment, Condo, Home Inspections	Beaches	Animal Bite Report	
Apartment, Condo, Home and Institution Lead Inspections	Landfills	Medical Marijuana ID	
Food Borne Outbreak	Public Swimming Pools		
Food Poisoning	Recycled Water		
Food Vehicles	Residential Pools		
Motels and Hotel Inspection	Septic Tanks		
Retail Food Inspection	Sewage		
Schools and Day Care Inspection	Water Wells		
Street Vendor			
Other Type of Record:			

REQUEST INFORMATION (Provide as much information possible)	
Incident Date/Time	
Incident/Food Borne Illness/Outbreak Summary No.	
Type of Disease	
Inspector Name (If known)	
Incident Location	
Owner Name	
Victim/Patient/Complainant Name	
Date of Birth	
Medical Record No.	
Location of Records	