



**Alabama Port Authority
Public Records Request Form**

Complete and submit this form to make a public-records request. All fields must be completed with accurate information for your request to be processed.

Scope of request form

This form is for requesting public records from the Alabama Port Authority. If you are looking for public records from another governmental entity within the State of Alabama, you may wish to visit an online directory of [Alabama state agencies](#), [Alabama municipalities](#), or [Alabama counties](#) to find the entity best suited to assist you.

I believe the records I am seeking are in the possession of the Alabama Port Authority rather than some other governmental entity within the State of Alabama.

Requestor's contact information

Name: _____
Phone number: _____
Email address: _____
Street address: _____
City: _____ State: _____ Zip code: _____

Payment of fees

Payment of fees may be required before your request is fulfilled. I am willing to pay up to \$_____ in processing fees without prior notice by the agency.

Specific records requested

Be as specific as possible. Requests that are overly broad may qualify as time-intensive requests and will take longer to process.

Signature

Date