



ARIZONA STATE BOARD OF PHYSICAL THERAPY

1740 W. Adams Street, Suite 2450 ♦ Phoenix, AZ 85007 ♦ (602) 274 – 0236

ptboard.az.gov

PUBLIC RECORDS REPRODUCTION REQUEST FORM

[A.R.S. §39-121.03](#)

Name _____ Date _____

Business Name (If Applicable) _____

Address _____

Phone _____ Email Address _____

The Home Addresses of Licensees and Certificate Holders are kept confidential pursuant to A.R.S. 32-2051(B) unless the home address is the only address of record.

The requested records will be used for: Commercial Purposes Non-Commercial Purposes

If the records are to be used for commercial purposes, specifically state those purposes: _____

Make your selection(s). Directories are supplied electronically (via email)

- \$250 **All** Arizona licensed Physical Therapists and certified Physical Therapist Assistants
- \$250 **Only** licensed Physical Therapists
- \$50 **Only** certified Physical Therapist Assistants

Specific records requested if NOT requesting directories: _____

NOTE: If requesting documents other than directories, duplication fees are charged to the requestor after the records are reproduced. The fee is \$0.25/page. Fee is waived when the total number of records reproduced is fewer than 20 pages

SWORN STATEMENT

STATEMENT: I declare that I have read the information and instruction sheet accompanying this form and understand the contents therein. I further declare that the copies or other reproductions of the public records described above and which I have requested are to be used solely for the purposes stated above. I further declare that such copies or reproductions will not be used directly or indirectly for a different purpose other than described above. I further declare under penalty of perjury that the foregoing is correct and true.

Signature _____ Date _____

IMPORTANT! REVIEW THE INFORMATION AND INSTRUCTIONS BELOW



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PUBLIC RECORDS REPRODUCTION REQUEST FORM **Information and Instructions**

REQUESTING PARTY: PLEASE READ AND NOTE THE FOLLOWING

Pursuant to [A.R.S. §39-121.03](#), Laws 1977, Chapter 54 §2 (effective 05/17/77), any person requesting copies, printouts or photographs of public records must provide a VERIFIED STATEMENT as to whether the use of such reproduction will be for COMMERCIAL or NON-COMMERCIAL purposes.

A person providing a verified statement that the reproduction will not be used for a commercial purpose will be furnished such reproduction at a reasonable fee, not exceeding a commercial rate for like services. A person providing a verified statement setting forth the commercial purpose for which the reproduction will be used may be furnished such reproductions at the discretion of the custodian of records for a charge reflecting the following:

1. A portion of the cost to the State of Arizona for obtaining the documents or records to be reproduced;
2. A reasonable fee covering the cost of time, equipment and personnel in making the reproductions; and
3. The value of the reproduction on the commercial market.

If the custodian of a public record believes that the commercial purpose of a reproduction is a misuse of public records or an abuse of the right to receive them, he or she may refuse a request for reproduction of such records for said commercial purpose and may request the Governor to prohibit the furnishing of reproductions for such commercial purposes by Executive Order. If an Executive Order is not issued within thirty days of the custodian's application, the requesting party will be furnished such reproductions for the commercial purpose set forth in his or her verified statement.

"Commercial purpose" is broadly defined by the Act as "any purpose in which the purchaser can reasonably anticipate the receipt of monetary gain from the direct or indirect use of such public records" (A.R.S. §39-121.03(E)). "Commercial purpose" includes copies of records for sale or resale and copies of printouts of names and addresses for purposes of solicitation of business.

IMPORTANT: Subsection C of [A.R.S. §39-121.03](#) provides that . . .

. . . a person who obtains public records for a commercial purpose without indicating the commercial purpose or who obtains a public records for a non-commercial purpose or obtains a public records for a different commercial purpose or obtains a public record from anyone other than the custodian of such records and uses them for a commercial purpose shall, in addition to other penalties*, be liable to the State or to the political subdivision from which the public record was obtained, for damages in the amount of 3 times the actual damages if it can be shown that the public record would not have been provided had the commercial purpose of actual use been stated at the time of obtaining the records.

** The penalty for perjury is a fine of not less than \$500 nor more than \$5,000, or state imprisonment for not less than one nor more than 14 years, or both.*