



January 26, 2009

Mr. Ross Pool, Custodian of Records
Department of Animal Services
221 N. Figueroa Street, 5th Floor
Los Angeles, CA 90012

Public Records Act Request: PR063

Dear Mr. Pool,

This request is being made subject to the California Public Records Act: Government Code §6250-6268. Under this statute you have 10 calendar days from the date of receipt of this request to respond as to whether you will release the records requested as detailed below.

Information Requested

Copies of the FY07 and FY08 reports prepared for the General Manager's review of any outdated or obsolete forms with recommendations from the Department Forms Control Officer as required per Policies and Procedures Manual [Volume 2-2/300 Section 309.01].

Form of Information Requested

Please provide the requested information electronically as PDF files and send to the email address or mailing address listed below.

Denial and Redaction

Should you choose to deny this request, as required by law, please indicate the exact reason for denial and the person and title of the person who made such decision.

Fees

I am willing to pay reasonable copying fees, as defined under law, not to exceed \$25.00. Should fees run higher, please contact me.

Regards,

A handwritten signature in black ink that reads "Bradley J. Jensen".

Bradley J. Jensen

Email: sheltertrak@gmail.com

Phone: (714)

Fax: (714) 236-0476