

**ADDENDUM TO COMMERCIAL PURPOSE  
Public Record Request  
(Pricing Computation Worksheet)**

The specific information which will be utilized from the record(s) requested  
on \_\_\_\_\_ is:  
Date of Commercial Request

Which will be used for:

1. Sale or resale to \_\_\_\_\_ (identify market) for  
\$ \_\_\_\_\_ (price).
  
2. Producing a document, information or other material containing all or a  
part of the information in the public record: (describe document or material  
and price):
  
  
  
  
  
  
  
  
  
  
3. Solicitation to \_\_\_\_\_ (identify market) for (what)  
\_\_\_\_\_ at \$ \_\_\_\_\_ (price).
  
  
  
  
  
  
  
  
  
  
4. Soliciting a business or commercial relationship. Describe and give price  
or value:
  
  
  
  
  
  
  
  
  
  
5. Other purpose: describe and give price or value:

I agree to pay an amount not to exceed \$\_\_\_\_\_. If my request exceeds this amount, please notify me before reproducing the requested records.

I agree to pay the deposit of \$\_\_\_\_\_ for these records and shall pay the remaining balance of \$\_\_\_\_\_ prior to receiving the requested records(s).

\_\_\_\_\_  
Requester Signature

\_\_\_\_\_  
Date

I accept receipt of the public record(s) as delivered.

\_\_\_\_\_  
Requester Signature

\_\_\_\_\_  
Date