**Public Records Request**

Most records received and maintained by the Gilchrist County Property Appraiser are public records and are subject to inspection unless an exemption applies pursuant to Florida Statute 119.07.

You may make your request:

• By email: map@gilchrist.fl.us (in subject line please note as: Public Records Request)

• By Phone: (352)463-3190 or Fax (352)463-3193

• By mail or in person:

Gilchrist County Property Appraiser

Attn: Dale Anderson, Custodian

Public Records Request

112 South Main Street, Rm 138

Trenton, Florida 32693

Office hours: 8:30a.m - 5:00 p.m. Monday-Friday (except holidays)

To help us process your request as quickly as possible, the request should be very specific and detailed with regard to the information being sought.

Please Note: In accordance with Florida law, all county Property Appraisers are allowed to charge a fee to furnish a copy of the requested public record(s). Standard copies are 15 cents single-sided and 20 cents double sided. If the request requires extensive use of information technology resources and/or extensive clerical or supervisory assistance, a special charge based on the cost incurred will apply. You will be notified in advance of costs associated with your request before said request is completed.

***Notice:*** *Under Florida Law, e-mail addresses are public record. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead contact this office by phone or in writing.*