



Minden-Gardnerville Sanitation District
1790 Hwy 395 N
Minden NV 89423
Phone: (775) 782-3546
Email: Staff@MGSDistrict.org
Website: www.MGSDistrict.org

Public Records Request

Submit this form via email, mail, or in person. The District follows all provisions related to Public Records Requests as established in NRS 239.

1. REQUESTER'S INFORMATION:

Requester's Full Name: _____

Phone: _____ Email: _____

Address: _____

Mailing Address: _____

2. RECORD(S) REQUESTED:

Describe the record(s) you are requesting. Please be as specific as possible and include relevant dates or date range. For multiple records, you may attach additional pages.

3. RECEIVING RECORD(S):

Please specify the preferred method of receiving your requested record(s). *Please note that not all public documents are available in electronic format. Documents not available electronically will be made available for inspection or as a paper copy.*

☐ By postal mail at the mailing address above

☐ By email at the email address above

☐ In person in the District office at 1790 Hwy 395 N Minden NV 89423

REQUESTER'S SIGNATURE _____ DATE _____

Received By _____

RECEIVED STAMP