

PUBLIC RECORDS REQUEST

How to Submit a Public Records Request

Under Idaho Code, you have the opportunity to review or copy public documents. To submit a [Public Records Request Form](#) for the Idaho County offices and departments listed below, fill out a General Request Form, being as specific as possible. Please submit the form directly to the appropriate department to avoid delay in processing. If you are not sure which office holds the record you want, please contact the Clerk/Auditor's Office at kackerman@idahocounty.org.

Per Idaho Code, requesters must make a declaration regarding their state of residency which determines the timeframe for Idaho County to make a response. Additionally, fees may apply and will be required prior to any release of information.

Please check our website at www.idahocounty.org where you might find the information you are looking for without submitting a Public Records Request.

Board of County Commissioners: kackerman@idahocounty.org

Agendas, minutes, recordings of public hearings, resolutions, ordinances

Communication information, letters, reports

Assessor's Office: knuxoll@idahocounty.org

Property value and owner information

Copies of sketches or photographs associated with property valuation

Clerk/Auditor/Recorder: kackerman@idahocounty.org

Audit information, financial reports, marriage licenses, election/voter information, agreements, contracts

Note:

Recorded documents, per Idaho Code, are \$1 per page. Please contact a title company for assistance if the request requires extensive research or a guarantee/statement of title status.

Note:

Public Court Records can be obtained by contacting idahocountycourt@idaho.idcourts.gov

Sheriff's Office: records@idahocounty.org

Police reports and incident photographs

Arrest history and jail information

Dispatch CAD printouts and recordings

Note:

Law enforcement records often contain information that cannot be publicly released.

Motor vehicle accident reports can be accessed at this website:

https://apps.itd.idaho.gov/apps/HWY_CrashReports/

Coroner's Office: cfunke@idahocounty.org

Coroner's Reports

Note: Autopsy and medical records are exempt from release under Idaho Code 74-106(13)