

Public Records Request Template: PFAS Testing Data

[Your Name]
[Your Address]
[City, State ZIP]
[Date]

[Water Utility Name]
[Utility Address]
[City, State ZIP]

RE: Public Records Request, PFAS Testing Data

Dear Records Officer,

Pursuant to [State]'s public records law (note: the specific statute varies by state, check your state's Freedom of Information or Open Records law), I am requesting copies of the following records related to per- and polyfluoroalkyl substance (PFAS) contamination in the [System Name] water system (PWSID: [XXXXXXXX]):

1. All PFAS testing results conducted on the water system from January 2020 to present, including but not limited to results from the EPA's Unregulated Contaminant Monitoring Rule 5 (UCMR 5) program and any state-mandated or voluntary testing.
2. Any communications between the utility and the EPA, state environmental agency, or state health department regarding PFAS contamination or testing requirements.
3. Any feasibility studies, engineering assessments, or cost estimates related to PFAS treatment or remediation for this water system.
4. Any contracts with laboratories for PFAS testing, including the analytical methods used and detection limits.
5. Any notices, advisories, or communications sent to customers regarding PFAS testing results.
6. Any applications for state or federal funding to address PFAS contamination.

I request that these records be provided in electronic format where available. If any records are withheld, I request a written explanation citing the specific statutory exemption.

Please respond within the timeframe required by [State]'s public records law. If you anticipate that fulfilling this request will take longer or involve costs exceeding \$[amount], please contact me before proceeding.

Thank you for your prompt attention to this request.

[Your Name]
[Phone Number]

[Email Address]