



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Certification of Public Records Search

Pursuant to Chapter 119, Florida Statutes

Requester Name (if known): _____ **Date Request Received:** _____

Public Records Request Subject: _____

Public Records Request Search Dates/Scope: _____

Copy of Request Sent to Requestee? _____ **Date Sent:** _____

Requestee Name: _____

I, the undersigned Requestee, hereby certify the following in response to the above-referenced public records request:

1. I conducted a good faith and diligent search of my personal communication devices and accounts (including but not limited to mobile phones, tablets, and any messaging applications) for the above-referenced public records request.
2. The results of the search were as follows: [select one]
 - ☐ I located no public records that relate to official City business responsive to the request.
 - ☐ I located one or more public records that may relate to official City business, and I have submitted copies of those records to the City Clerk for review and potential production, if deemed a responsive public record to the request.
3. I understand that any record related to official City business, even if sent from my personal device, may constitute public records under Florida law and are subject to disclosure unless a statutory exemption applies.
4. I affirm that the information provided herein is true and correct to the best of my knowledge.

Signature: _____

Printed Name: _____

Date: _____