

# Records Request

North Dakota Public Service Commission

*Please fill out the form with as much information as possible (while not required under state law, it helps expedite your request). Requester identification information is not required; however information on how to provide the response is needed. Please provide contact information needed to deliver the records.*

## Requester Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Preferred Delivery method: \_\_\_\_\_

Requested Deadline: \_\_\_\_\_

## Requested Documents/Information

*Please describe the records you are requesting. Be specific as possible and include a time period for which you would like the records to be searched. A specific request generally results in a faster and more accurate response. Please list the case number, project, company, or other identifying information associated with the request.*

*There may be a fee associated with fulfilling your request and payment may be requested prior to providing the records.*

## Submit Form/Contact us

*Please submit this form in one of the methods listed below. Your request will be processed as quickly as possible. If you have additional questions about your request or open records requests in general, please call (701) 328-2400.*

**Please send form to:  
North Dakota Public Service Commission  
600 E. Boulevard Ave., Dept. 408  
Bismarck, ND 58505-0480**

**Or by E-mail to:  
[ndpsc@nd.gov](mailto:ndpsc@nd.gov)**