



AUGUSTA RICHMOND COUNTY
TAX ASSESSORS OFFICE
535 TELFAIR ST. SUITE 120
AUGUSTA, GA 30901
(706) 821-2310
augustarichmondtaxassessor.com

Request to Remove Data Records from
Richmond County Board of Assessors' Website

I, _____, having an interest in the property identified as Parcel ID # _____,
located in Richmond County, Georgia, at _____, request the above-mentioned parcel
information be restricted from public access in any way that reveals my ownership name in connection with my home
address or home telephone number.

Pursuant to O.C.G.A. § 50-18-72(a)(21), I hereby certify under oath and penalty of perjury that I am a "public employee"
as defined in the aforementioned statute, in that I am an officer, employee or former employee of:

(Please attach some verifiable form of identification and employment verification such as Employer ID, pay stub, etc.)

My employer or former employer is (check all that apply):

- the State of Georgia or an agency, department, or commission of the State of Georgia
a county or municipality; or an agency, department, or commission of a county of municipality
another political subdivision of the State of Georgia
a Georgia public, charter, or non-public school, where I am/was employed as a teacher
an early care and education program administered through the Department of Early Care and Learning
the federal government or an agency, department, or commission of the federal government
law enforcement official (30-day removal requirement per O.C.G.A. § 50-18-78)

In making this request, I understand:

- this request is solely to the Richmond County Board of Assessors for removal of ownership information
it publishes online or makes generally available to the public to the extent same is allowed by law;
a separate request/affidavit must be submitted for each property for which I wish to have information redacted;
this request may make unavailable information to me in the same way it limits information available to others;
the Richmond County Board of Assessors does not have any control over what information is or is not displayed
on third-party computers and/or websites, including tax digest information previously provided to private parties;
if there is any change in employment and/or ownership of the subject property, I must notify the Richmond County
Board of Assessors immediately.

I further understand and agree to release the Richmond County Board of Assessors' Office from any liability for
dissemination of this information on their website or otherwise. Under penalty of law, I swear the information I have
provided above is complete and accurate and I understand and agree to the terms set forth above.

Requestor Signature/Date

Approved:



Notary (Signature, Exp. Date, Seal)

Staff, Richmond County Board of Assessors

Note: O.C.G.A. § 50-18-72 (21), provides "Records concerning public employees that reveal the public employee's home address, home telephone
number, day and month of birth, social security number, insurance or medical information, mother's birth name, credit card information, debit card
information, bank account information, account number, utility account number, password used to access his or her account, financial data or
information other than compensation by a government agency, unlisted telephone number if so designated in a public record, and the identity of the
public employee's immediate family members or dependents. This paragraph shall not apply to public records that do not specifically identify public
employees or their jobs, titles, or offices. For the purposes of this paragraph, the term "public employee" means any officer, employee, or former
employee of: (A)The State of Georgia or its agencies, departments, or commissions; (B) Any county or municipality or its agencies, departments, or
commissions; (C) Other political subdivisions of this state; (D) Teachers in public and charter schools and nonpublic schools; or (E) Early care and
education programs administered through the Department of Early Care and Learning." Per O.C.G.A. § 50-18-72, certain types of documents are not
open for public inspection or copying. These exceptions must be read narrowly and the requirements of openness otherwise read broadly. This form
is intended to document your request to prevent the Richmond County Board of Assessors' ONLY from making certain property records' information
public when same is not required by law. This does not prevent certain property records from appearing on other websites.