



Public Information Request Form

Please provide the following information so that we may process your request for public information in a timely manner.

Name: _____

Address: _____

City/Town: _____ State: _____ Zip Code: _____

Daytime Phone #: _____ Fax: _____

Please describe the information you're requesting:

Date of your request: _____

OFFICE USE ONLY

Information request received by: _____ Date: _____

Information provided on (date): _____

Was additional work needed to provide information in public form? _____

If Yes, describe below:

Please ensure that the information sought is public information. If it's not, please inform applicant and check off "Not Public Information" below.

Not Public Information