

**REQUEST FOR INFORMATION OR OPEN RECORDS**

**DATE OF REQUEST:** \_\_\_\_\_

**REQUESTED BY:** \_\_\_\_\_

**INFORMATION OR RECORDS REQUESTED:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**TELEPHONE NUMBER(S):** \_\_\_\_\_

**DATE INFORMATION PROVIDED:** \_\_\_\_\_

**INFORMATION PROVIDED BY:** \_\_\_\_\_

**FEE DUE:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_