

# **PUBLIC RECORDS REQUEST**

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## **CONTACT INFORMATION**

Name		Date
Street Address, City Zip		
Phone	E-Mail Address	

### **PROJECT INFORMATION**

Project Name	Project Number
Parcel ID Number(s)	Street Address

**DOCUMENT REQUEST** Describe in detail what documentation you are requesting and the reason for your request so we can oncure you request to the

request so we can choure you receive the appropriate documents		

#### **STAFF USE ONLY**

Request taken by		Request assigned to	
No. of Letter	No. of Legal	No. of Ledger	No. of 24 X 30
Amount Due \$		Date Completed	
Additional Information			