

Village of Pemberville

PUBLIC RECORDS REQUEST

DATE REQUEST RECEIVED: _____ REQUEST TAKEN BY: _____

REQUESTEE (not required): _____

CONTACT INFORMATION OF REQUESTEE: _____

INFORMATION REQUESTED:

REQUESTED MEDIUM: paper / compact disk / electronic / other: _____

REQUESTED RECEIPT: pick up / US mail / facsimile / email / other: _____

*** ** VILLAGE USE ONLY *** **

ESTIMATED DATE OF COMPLETION _____

FEES: Reproduction:
 Transfer:
 TOTAL DUE:

PAID: CHECK _____ / CASH

JUSTIFICATION FOR DENIAL _____

