

CITY OF REMINDERVILLE PUBLIC RECORDS REQUEST FORM

Ohio law does not require disclosure of your identity or intended use of requested records nor does it require that a request be made in writing. However, it is suggested that the form will help facilitate the city in fulfilling your request.

Name of Requestor	
Street Address	City, State, Zip
Phone Number	Today's Date
With as much specificity as possible, please describe what records you want to review. PLEASE PRINT.	

_____ I would like to inspect these records in the building when they are ready.

_____ I would like these records copied and I will pick them up when ready. I understand there is a charge for copies.

_____ I would like these records copied and mailed to me. I understand there is a charge for copies & postage.

_____ I would like these records emailed to me at _____

Date furnished:	# of copies:	Cash
Furnished by:	Cost:	Check #