



REQUEST FOR PUBLIC RECORDS

(Ohio Revised Code Section 149.43 et seq.)

CITY OF BRUNSWICK, OHIO

This form may be filled out by an individual requesting to view or copy public records. The City of Brunswick cannot require that your request be written. However, it is suggested that the form will assist you and the City in clarifying your request which will facilitate a prompt response, and providing an accurate record of all requests to view or copy within the possession of the City.

Description of records requested: _____ Date of Request: _____

City Department and location of
Record(s) to be viewed or copied:

The following information is optional:

Name: _____
Address: _____
City: _____ State: ____ Zip: _____
Phone: _____

OFFICE USE ONLY

Date Furnished: _____ Payment Method: Cash _____ Check _____
Furnished By: _____
Number of Copies: _____
Total Cost: _____