Freedom of Information Request Form

(Official FOIA Request)

Requested By: Full Name
Address
City State Zip
Phone Number
Email Address

Date Requested:

To:

The following information is requested under the Freedom of Information Act

Description of Information Requested:

Residential code enforcement violations written between _____ & _____

To Include:

- Residential Structures that are vacant and open to trespass
- Residential Properties with grass or weeds in excess of city's height limit
- Residential Structures without a current city certificate of occupancy
- Residential Properties on the cities vacant property registry (if applicable)

By signing this document, we understand that the city may charge a fee for providing copies of the requested public records.

Signature of Requestor(s)_____

_____

Date & Time Signed _____

The information requested can be sent to the email provided above or you can contact us at the phone numbers provided and we will pick up the documentation at the City Hall when it's ready.