



PIR #: _____

Public Information Request		
Date:	Time:	AM/PM
*** Please Note: The information re be aware that there will be a minimo based on available format. ***	equested may not be available a al fee of ten cents (. 10ϕ) per pa a	at the time of request. Please ge. Records will be provided
Name:	Company:	
Mailing Address:		
Phone No	Email:	
Please provide a DETAILED descr	ription of the documents being	g requested.
[] Inspection [] Copies		re of Requestor
Routed To:		
Date Received:		
Number of Pages:		
Action Taken:		
☐ Information emailed ☐ Picked		

City of Mercedes