REQUEST FOR PUBLIC RECORDS
"RIGHT TO KNOW LAW" (1 M.R.S.A. ss408 et seq.)

Name: _____ Date Of Request: _____

Address: _____ Phone #: _____

☐ I would like to look at the following public records _____

☐ I would like copies of the following files and will pay the appropriate copying fees.

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I am requesting records from the following department:

☐ Assessing ☐ Planning Board ☐ Town Manager
☐ Clerk ☐ Code Enforcement Officer ☐ Select Board
☐ Treasurer/Tax Collector ☐ Appeals Board ☐ Other _____

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I would like the following files on:

Date/s of Files Requested: _____

Names and/or Map/lot on Files: _____

Subject Matter: _____

_____

Please Use Back Side Of This Form If More Space Is Needed.

_____

_____

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On _____ Day of _____, 20__, I received all information requested on this form.

_____
Signature of Person Requesting Information

Time it took to fulfill this request: _____

_____
Signature of Person Fulfilling This Request

Charge If Any $_____ If Not Why? _____

_____