

**CITY OF MENOMONIE**  
**PUBLIC RECORDS REQUEST**

Date \_\_\_\_\_ Time \_\_\_\_\_

I \_\_\_\_\_, of \_\_\_\_\_  
(print name) (street address)

\_\_\_\_\_ Home phone \_\_\_\_\_  
(city, state, and zip code) Work phone \_\_\_\_\_  
Fax \_\_\_\_\_  
E-mail \_\_\_\_\_

hereby request copies of the following City records:

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I understand that I will be charged \$.25 per page for these copies and that additional research charges may be incurred if requested records are of an antiquated nature.

I understand that copies will be provided to me as soon as practicable and without delay.

\_\_\_\_\_  
Signature of requester

Receipt # \_\_\_\_\_  
Amount paid \_\_\_\_\_  
Date \_\_\_\_\_