

JACKSON TOWNSHIP
FRANKLIN COUNTY, OHIO

Fiscal Officer
Jeff Warren

Board of Trustees
Ron McClure
Bryan Mulvany
Jim Rauck

Administrator
Shane Farnsworth

REQUEST FOR INFORMATION

Date: _____

I, _____ representing _____
request the following documents from Jackson Township.

1. _____
2. _____
3. _____
4. _____

Signature

Date

Where would you like records sent: _____

Would like to pick up the records: _____

Phone number to call, when ready for pick up: _____

.....**Action by Township**.....

Request received: _____

Cost, if any: _____

Information will be available: _____

Representative of Township: _____

.....**Information Received**.....

I certify that I have received the information requested above.

Signature

Date

The Ohio Public Records Act evolves from the principle that Ohio's citizens are entitled to access the records of their government. Citizens are entitled to prompt inspection of public records during regular business hours and, upon request, copies of public records within a reasonable amount of time for the actual cost of copies. The Ohio Public Records Act contains certain exceptions of confidential information which cannot be disclosed.

Original Retained on File at Township/Copy to Requester