

**JACKSON TOWNSHIP**  
**FRANKLIN COUNTY, OHIO**

**Board of Trustees**

Ron McClure  
Bryan Mulvany  
Jim Rauck

**Administrator**

Shane Farnsworth  
**Assist. Administrator/HR**  
Angela Lee

**REQUEST FOR INFORMATION**

Date: \_\_\_\_\_

I, \_\_\_\_\_ representing \_\_\_\_\_  
request the following documents from Jackson Township.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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

Comments: \_\_\_\_\_

Request received \_\_\_\_\_ Cost \_\_\_\_\_

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 Ohios 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**