

City of Tell City

Mailing Address: 700 Main Street, Tell City, Indiana 47586

Fax Number: 812-548-4048

Email address: clerk-treasurer@tellcity.in.gov

REQUEST FOR PUBLIC RECORDS

*Request for Records pursuant to Indiana Access to Public Records Act
(I.C. 5-14-3-1, et seq., as amended)*

I, _____, hereby request that the City of Tell City, Indiana (the "City") make the following records available for inspection and copying (if you need additional space, include on a separate sheet):

Please provide a response to this request using the following method:

- On-site inspection only: _____
- By fax at the following number: _____
- By email at the following address: _____

I hereby acknowledge responsibility for the payment to the City of all reasonable charges incurred by the City to make such information available for inspection and copying:

Signature: _____ Date: _____

Printed Name: _____ Telephone Number: _____

FOR INTERNAL USE ONLY

Received by the Clerk-Treasurer on the _____ day of _____, 2021.

By: _____

Sent to legal counsel for response? Yes _____ No _____

Documents produced or made available? Yes _____ No _____

If no, reason(s): _____
