

**CITY OF LEBANON, INDIANA**

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

I, \_\_\_\_\_, hereby request of the City of Lebanon, Indiana, the right  
(name)  
to inspect and copy the following records:

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Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

The City may provide me with its response to this request:

- By telephone at \_\_\_\_\_
- By facsimile transmission at \_\_\_\_\_
- By mail at \_\_\_\_\_
- Other \_\_\_\_\_

**I understand that I will be charged for copies at the rate prescribed by law or ordinance and agree to pay for such charges.**

\_\_\_\_\_  
Name Address Phone

Office Use Only:

Received by: \_\_\_\_\_ at \_\_\_\_\_ .m. on \_\_\_\_\_, 20\_\_\_\_.

Signature: \_\_\_\_\_

Printed Name and City Department: \_\_\_\_\_

Send for response on: \_\_\_\_\_ by \_\_\_\_\_