City of Hewitt

County of Todd State of Minnesota

Mayor: Juanita Mitchell City Clerk/Treasurer: Barbara Holmes

Council Members: Lead Maintenance Operator: Aaron Fore

Darlene Fah Operators: Adam Templin

Alice Melzer Shaun Nelson

Jim Opelia

Alex Weego

|  |
| --- |
|  |

Data Request Form

A. Completed by Requester

(Optional, for the sole purpose of facilitating access to data)

Requester Name: (Last/First/ Middle Initial) Date of Request:

Street Address: Phone Number:

City, State, Zip Code: Fax Number:

Email address:

Description of Data Requested: (Must be specific)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

B. Completed by Department:

* In Person
* Standard Mail
* E-mail
* Fax

Request handled by: \_\_\_\_\_ Barbara Holmes \_\_\_\_\_ Aaron Fore

Method of Response:

* In Person
* Standard Mail
* E-mail
* Fax

Request Completion Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Action Taken:

\_\_\_\_\_ Approved

\_\_\_\_\_ Denied (Explain:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fees Assessed: $\_\_\_\_\_\_\_\_\_ Method of Payment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

509 East Third Avenue, PO Box 91, Hewitt, MN 56440

Phone: 218-924-4343 Fax: 924-4366 Clerk’s Email: cityofhewitt@arvig.net