

Hinckley Township Public Records Request

Date of request: _____

Type of Request: In-person Email Telephone Written Verbal

Name (optional): _____

Address (required for mail): _____

City: _____ State: _____ Zip Code: _____

Phone (optional): _____ Email (optional): _____

Format the requester would like the records produced in: Paper* Electronic Disc*

Method the requester would like to receive the request in: Standard Mail In-person

Telephone Via Email

*Applicable fees as per Township policy may apply

Description of Record:

To be completed by Township Office:

Tracking Number: _____