

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 requestor would like the record produced in: Paper* Electronic Disc/USB*

Method the requestor 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: _____

Date of Response: _____ Responder Name: _____

Fees collected (if applicable): _____