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The Department operates in  
accordance with Title VII of the  
Civil Rights Act of 1964

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## Request for Public Records

Under O.R.C. 149.43 Form B - Made by any person to a public office.

**\*\*\* This is not to a Phase 1 Environmental Assessment Records request form.  
You can find that form here. \*\*\***

Name: \_\_\_\_\_

Date of Request: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Request for: \_\_\_\_\_

This requesting party agrees to pay (no charge for the first 3 pages, additional \$.25) prior to receiving the records requested. Furthermore, this office may exercise discretion in assessing any additional charges should staff members be required to work overtime in reviewing and/or reproducing the records requested in order to meet the "reasonable time" for compliance provision of O.R.C. Section 149.43.

Signed:

\_\_\_\_\_  
Name of Requesting Party

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Date