



City of Ash Grove
"A Good Place to Live"
 100 W. Main Street, Ash Grove, Missouri 65604
REQUEST FOR INFORMATION

TODAY'S DATE: _____ TIME: _____

NAME: _____

ADDRESS: _____

PHONE: _____

Description of documentation requested in as much detail as possible, and number of copies of each document.

SIGNATURE OF APPLICANT: _____

COPIES WILL BE AVAILABLE: _____

DATE: _____

TIME: _____

COST: _____

Please note: The City of Ash Grove charges ten cents (0.10) per copy and ten dollars (\$10.00) per hour for research.

RECEIVED BY: _____

DATE: _____

RsmO 610.023 Each request for access to a public record shall be acted upon as soon as possible, but in no event later than the end of the third business day following the date the request is received by the custodian of records of a government body.