

# Request for Information Log Sheet

**Requestor Name:** \_\_\_\_\_

**Requestor Address:** \_\_\_\_\_

**Requestor Email:** \_\_\_\_\_

**Requestor Phone #:** \_\_\_\_\_

**File/Info Requested:** \_\_\_\_\_

**Is this request related to a legal issue?** Yes ☐ No ☐

**If so, please describe** \_\_\_\_\_

\_\_\_\_\_

**Staff Signature:** \_\_\_\_\_