



TOWN OF READFIELD

8 OLD KENTS HILL RD. • READFIELD, MAINE 04355
TEL. (207) 685-4939 • FAX (207) 685-3420

REQUEST FOR PUBLIC RECORDS

"RIGHT TO KNOW LAW" (1 M.R.S.A. ss408 et seq.)

NAME: _____ DATE OF REQUEST: _____

ADDRESS: _____ PHONE #: _____

☐

I WOULD LIKE TO LOOK AT THE FOLLOWING PUBLIC RECORDS

☐

I WOULD LIKE COPIES OF THE FOLLOWING FILES AND WILL PAY
THE APPROPRIATE COPYING FEES.

I AM REQUESTING RECORDS FROM THE FOLLOWING DEPT.:

☐

ASSESSING

☐

CLERK

☐

CEO-LPI

☐

PLANNING BOARD

☐

SELECT BOARD

☐

TOWN MANAGER

☐

OTHER _____

I WOULD LIKE THE FOLLOWING FILES ON:

DATE/S OF FILES REQUESTED: _____

NAMES AND OR MAP/LOT ON FILES: _____

OR SUBJECT MATTER: _____

PLEASE USE BACK SIDE OF THIS FORM IF MORE SPACE IS NEEDED.

ON _____ DAY OF _____, 20____, I RECEIVED ALL
INFORMATION REQUESTED ON THIS FORM.

SIGNATURE OF PERSON REQUESTING INFORMATION

TIME IT TOOK TO FULFILL THIS REQUEST: _____

_____ TOTAL _____

SIGNATURE OF PERSON FULFILLING THIS REQUEST

CHARGE IF ANY\$ _____ IF NOT WHY _____