BOONE COUNTY, KENTUCKY - BUILDING DEPARTMENT

PUBLIC RECORDS REQUEST FORM

(Per KRS Chapter 61)

DATE: _____

ADDRESS OF PROPERTY AND PROPERTY NAME:

_____

_____

_____

ITEMIZED DOCUMENT REQUEST: Please be specific about the documents you are requesting.

_____

_____

_____

_____

_____

APPLICANT NAME: _____

COMPANY: _____

ADDRESS: _____

TELEPHONE: _____

EMAIL: _____

IS REQUESTED INFORMATION FOR COMMERCIAL PROPERTY? YES ◯ NO ◯

IF SO, STATE THE COMMERCIAL PURPOSE FOR WHICH THE REQUESTED INFORMATION SHALL BE USED:

_____

_____

_____

- APPLICANT CERTIFIES THAT THE INFORMATION SET FORTH ABOVE IS TRUE AND CORRECT TO THE BEST OF THEIR KNOWLEDGE.
- APPLICANT ACKNOWLEDGES THE RESPONSIBILITY FOR PROVIDING THE NECESSARY PREPAID MAILING MATERIALS FOR REQUESTS INVOLVING PHOTOCOPIES.

X_____

SIGNATURE OF APPLICANT DATE

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OFFICE USE ONLY:

The following disposition was made of the above request:

_____

_____

SIGNATURE OF CUSTODIAN FOR BUILDING DEPARTMENT DATE DISTRIBUTED

AMOUNT RECEIVED FOR COPIES: $_____ FOR _____ COPIES

SEND FORM TO: LuAnn Moore, Office Manager and Records Custodian
Boone County Building Department
Phone: 859-334-3649
Fax: 859-334-3137
lmoore@boonecountyky.org