APPLICATION
TO VIEW
PUBLIC RECORDS

Ordinance No. 162-07
Ordinance No. 129-13

CITY OF AVON
BUILDING DEPARTMENT
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OFFICE USE ONLY

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THIS FORM MAY BE FILLED OUT BY ANY INDIVIDUAL REQUESTING TO VIEW OR COPY PUBLIC RECORDS. THE CITY OF AVON CANNOT REQUIRE THAT YOUR REQUEST BE WRITTEN. IT IS SUGGESTED IN ORDER TO ASSIST YOU IN CLARIFYING YOUR REQUEST AND TO PROVIDE ACCURATE RECORD OF ALL REQUEST TO VIEW OR COPY RECORDS WITHIN THE CITY.

Description of records requested:

Address of record(s) to be viewed or copied:

The following information is optional:

Name: _____

Address: _____

City: _____ State: _____Zip: _____

Please Check one:

I wish to: ( ) Copy the document(s) described above (8 ½ x 1; 8 ½ x14 or 11 x 17 inch at $.10 cents each side ~ after 19 copies

( ) Wide-Format ($.50 per sq. ft. – 24 x 36 = $3.00 per page

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Public records are available for inspection during regular business hours with exception of published holidays. A reasonable attempt will be made to satisfy the requests immediately, if feasible. (Some records are stored off site.)