

Public Document Request Form

Document Requests may need approval by the board. Regular Board Meetings occur on the first Tuesday of each month. Requests may take up to 30 days to be released after approval. Documents from 10 or more years ago may take up to 90 days from approval to be released. You will be notified by phone or email when your request is available for pickup. The cost will be \$2.00 per page. Due at the time of pickup.

Name _____

Mailing Address _____

Cell Phone _____ Email _____

Date of Request _____ Signature _____

Document Information

Requested Document(s) _____

Latitude _____ Longitude _____

Physical Address _____

Project Description _____

Additional Information:

Additional Comments: _____

Requested Documents cannot be emailed.

Documents must be picked up at 334 N. 9th Street, Columbus MT, Monday thru Friday 8am – 4pm.

Please call ahead to be sure someone is in the office as we are often out on site visits.



Requested Documents will be \$2.00 per page.
Due at the time of pickup.

Number of pages: _____ x\$2.00

Total Due _____

Chk# _____ Cash: