



OHIO PUBLIC RECORDS REQUEST
RC §149.43

The Lucas County Land Reutilization Corporation ("Land Bank") is an Ohio community improvement corporation organized under R.C. Chapter 1724. The Land Bank provides this form to facilitate the submission of a written Public Records Request. However, the Land Bank will accept any public records request made pursuant to R.C. 149.43. The Land Bank will endeavor to respond to this request within thirty (30) days of receipt. The Land Bank will let you know if more time is needed to identify and produce records responsive to this request.

1. Contact Information

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_
City State Zip

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

2. Records Requested

Please describe your records request in the space provided below. Be as specific as possible – this will help the Land Bank identify any records that are responsive to your request.

Four horizontal lines for describing the records request.

3. Preferred Form of Record Transmission

If the Land Bank identifies records responsive to your request, please indicate how you would like to receive these records (check any that apply)\*:

Electronic: \_\_\_\_\_ E-mail \_\_\_\_\_ Cloud Storage Link

Physical Copy: \_\_\_\_\_ Hard Copy \_\_\_\_\_ Flash Drive

\*You may be charged for the Land Bank's actual out of pocket expenses incurred in making copies of the records. Paper copies are \$.05 per page. A flash drive containing records is at the lowest cost available for the size of the records. Hard copies will be made available for pick-up at the Land Bank's office; additional costs may apply for hard copies sent by mail.