

**JACKSON TOWNSHIP**  
**FRANKLIN COUNTY, OHIO**

**Fiscal Officer**  
Ron Grossman

**Board of Trustees**  
David Burris  
Ron McClure  
Jim Rauck

**Administrator**  
Shane Farnsworth

**REQUEST FOR INFORMATION**

Date: \_\_\_\_\_

I, \_\_\_\_\_ representing \_\_\_\_\_  
request the following documents from Jackson Township.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

\_\_\_\_\_  
Signature Date

Where would you like records sent: \_\_\_\_\_

Phone number (optional but helpful): \_\_\_\_\_

Check put a check if you would like to pick up the records \_\_\_\_\_

.....**Action by Township**.....

Request received \_\_\_\_\_ Cost \_\_\_\_\_

Information will be available \_\_\_\_\_

Representative of Township \_\_\_\_\_

.....**Information Received**.....

I certify that I have received the information requested above.

\_\_\_\_\_  
Signature Date

*The Ohio Public Records Act evolves from the principle that Ohio's citizens are entitled to access the records of their government. Citizens are entitled to prompt inspection of public records during regular business hours and, upon request, copies of public records within a reasonable amount of time for the actual cost of copies. The Ohio Public Records Act contains certain exceptions of confidential information which cannot be disclosed.*

Original Retained on File at Township/Copy to Requester