



TROTWOOD
GROWING TOGETHER

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TROTWOOD, OHIO
PUBLIC RECORDS REQUEST – FORM RC100
(Public Records Law H.B.9 – Effective 2-26-2018)

If you fill out this form it will help us provide the public records you are requesting in a more timely fashion. Public Records request will be accommodated during regular business hours between 8:00 AM and 3:30 PM on a regular business days. No requests will be accepted on weekends or holidays.

Name of Requester	
Street Address	City, State and Zip
Business Phone	Today's Date
Home Phone	
Cell Phone	
With as much specificity as possible, please describe what records you want to review. PLEASE PRINT	
The City of Trotwood provides photocopies of public records to the following schedule: \$.10 per page for black and white copies and \$1.00 per page for color. Please check your preference below: <input type="checkbox"/> I would like to inspect these records in the building when they are ready. <input type="checkbox"/> I would like these records be copied and will pick them up when they are ready.	
Name of Trotwood Employee Handling Request	Date Request was Completed