

City of  
*Hewitt*

*County of Todd*

*State of Minnesota*

*Mayor Juanita Mitchell*  
*Council Members:*  
*Don FitzGerald*  
*Johannes Marsland*  
*Jame Opelia*  
*Alice Schweningen*

*Clerk/Treasurer: Miriam A. Collom-Winters*  
*Lead Maintenance Operator: Aaron Fore*  
*Maintenance Operator:*  
*Adam Templin*

Data Request Form

A. Completed by Requester  
(Optional, for the sole purpose of facilitating access to the data)

Requester Name: (Last, First, Middle Initial)	Date of Request:
Street Address:	Phone Number:
City, State, Zip Code:	Fax Number:
E-mail address:	

Description of Data Requested: (Must be specific)

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B. Completed by Department:

Method of Request:

- In Person
- Standard Mail
- E-mail
- Fax

Request handled by: \_\_\_\_\_ Miriam A. Collom                      \_\_\_\_\_ Blayne K. Brisson

Method of Response:

- In Person
- Standard Mail
- E-mail
- Fax

Request Completion Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Action Taken:

\_\_\_\_ Approved

\_\_\_\_ Denied (Explain: \_\_\_\_\_)

Fees Assessed: \$\_\_\_\_\_ Method of Payment: \_\_\_\_\_