



PUBLIC INFORMATION/RECORDS REQUEST

Date of Request _____

Public Information/Records Requests shall be submitted to the Foxfire Village Clerk, Foxfire Village Administration Office, 3 Town Hall Drive, Foxfire Village, NC 27281.

Requests for public information will be granted as soon as reasonably possible.

NCGS §132-6.2(e) “Nothing in this section shall be construed to require a public agency to respond to a request for a copy of a public record by creating and compiling a record that does not exist.”

I, _____ do hereby request the following public records:
Name / Organization

NCGS §132.6.2. – Provisions for copies of public records; fees

I understand there is a .10¢ per copy charge for each document. All copies will be no larger than 8x11. Foxfire Village does not have the capability to produce color copies, maps or GIS Data.

Requestor Name (print) / Signature

Address

Phone