

**City of Moline Acres
2449 Chambers Road
Moline Acres, MO 63136**

Sunshine Law Request Form
(Chapter 610, Revised Statutes of Missouri)

*****The city reserve the right to charge \$.10 (ten cents) per page for copies and the average hourly rate of pay for clerical staff for research time for the requested information. *** (section 610.026.1(1))**

The requested information will be prepared within three business days; however, if additional time if needed per your request you will be notified.

I request that you make available to me the following records: (please be as specific as possible date, time period, etc.)

Please let me know in advance of any search or copying if the fees will exceed \$_____.
(Please insert the maximum amount you are willing to pay)

SELECT ONE

Documents can be mailed to: Name _____

Address _____

City/State/Zip _____

Contact Number () _____ - _____

I will pick up documents at Moline Acres City Hall.

Signature _____

FOR OFFICE USE ONLY

Date _____ Time Request was Submitted ____:____ am/pm

Request Received By _____

Please print name

Fee for Request \$ _____ Research Time _____ hour(s)/minutes

Research Performed By _____