



**TIME STAMP**

**TOWN OF WENHAM**  
TOWN CLERK'S OFFICE

**PUBLIC RECORDS REQUEST FORM**

Please see [http://cms4.revize.com/revize/wenham/important\\_documents/index.php](http://cms4.revize.com/revize/wenham/important_documents/index.php) for the Town of Wenham's Public Records Request Policy.

**DATE of request:** \_\_\_\_\_

Requesters Information (please print):

Company (if any):

\_\_\_\_\_

Name:

\_\_\_\_\_

Email:

\_\_\_\_\_

Phone:

\_\_\_\_\_

What is being requested? (Please use the attached checklist as a guide)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Any other necessary details:

\_\_\_\_\_

If any fee is necessary, we will inform you prior to doing any research.

Office Use Only Date Completed:
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