



## Braceville Township, Ohio Public Records Request

*The Township of Braceville, Ohio government belongs to the citizens of Braceville. We conduct our government activities in the open, and we are proud of our strong commitment to this important principle of democracy.*

**While not mandatory, if you fill out this form it will help us provide the public records you are requesting in a more timely fashion.**

Name of Requestor (Optional)	
Street Address (Required for mail)	City, State Zip (Required for mail)
Phone Number (Optional)	Today's Date
With as much specificity as possible, please describe what records you want to review. PLEASE PRINT.	
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 copied, and I will pick them up when they are ready. <input type="checkbox"/> I would like these records copied and mailed to me at the address on this form. <input type="checkbox"/> Other:	
Name of employee handling request	Date request was completed

Return form to: Braceville Township  
Attn: Tom Shay, Fiscal Officer  
PO Box 582  
Leavittsburg, OH 44430

330-872-0085 Phone  
330-872-0092 FAX