

# PORTAGE COUNTY LAND REUTILIZATION CORPORATION

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## Public Records Request

Attn: Executive Director, Official Records Custodian  
149 N. Prospect St  
Suite 5  
Ravenna, OH 44266

Date in-person, verbal, written or email request received: \_\_\_\_\_

Name of Requester: \_\_\_\_\_

Address (required for mail): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Description of records requested: \_\_\_\_\_

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Desired format (paper, electronic, etc.): \_\_\_\_\_

Method of delivery (in person or via email, standard mail, electronic media, etc.): \_\_\_\_\_

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