

VILLAGE OF EAGLE

727 S. 1ST STREET
PO BOX 130
EAGLE, NE 68347
(402) 781-2748
(402) 781-2775 Fax

PUBLIC RECORDS REQUEST FORM

In an effort to fill your request in the shortest amount of time, please be specific as possible in your written request. Also, please fill in all information requested. You will be contacted when your request is ready for review or pick-up in compliance with Nebraska State Statute §84-712 through §84-712.09. If no phone number is provided, response will be left for pick up for a period of seven (7) days.

Date of Request: _____

Requestor's Name: _____

Street Address: _____

City, State, Zip: _____

Phone Number: _____

Specific Record(s) Requested:

TO BE COMPLETED BY VILLAGE CLERK OR VILLAGE DEPUTY CLERK

Date & Time request received: _____

Date & Time action completed: _____

Action taken: () Approved () Approved, in part () Denied

Reason for denial: _____

Fee amount: _____ Payment Received: () Yes () No

Employee Signature: _____ Date: _____