

HARMONY FIRE DISTRICT  
REQUEST FORM FOR RECORDS  
UNDER THE ACCESS TO PUBLIC RECORDS ACT

DATE: \_\_\_\_\_ Request Number: \_\_\_\_\_

Name (Optional): \_\_\_\_\_

Address (Optional): \_\_\_\_\_

Telephone (Optional): \_\_\_\_\_

Requested Records: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

-----  
**OFFICE USE ONLY:**

Request Taken By: \_\_\_\_\_ Request Number: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Records To Be Available On: \_\_\_\_\_ Mail: \_\_\_\_\_ Pick-Up: \_\_\_\_\_

Records Provided: \_\_\_\_\_

Costs: \_\_\_\_\_ Copies: \_\_\_\_\_ Search and Retrieval: \_\_\_\_\_

-----

**HARMONY FIRE DISTRICT OFFICE – ACCESS TO PUBLIC RECORDS RECEIPT**

If you desire to pick-up the records they will be ready on \_\_\_\_\_ at the office that you filed your request, subject to the Office exercising its right to extend said time under Rhode Island law. If, after review of your request, the Harmony Fire District Office determines that the requested records are exempt from disclosure for a reason set forth in RI General Laws Section 38-2-2(4)(i)(A) through (Y), the Office reserves its right to claim such exemption.

Note: If you chose to pick-up the records, but did not include identifying information on this form (name, etc.) please inform the secretary of the date you made the request, records requested and request number.

Thank you.