



Town of Dunstable  
**PUBLIC RECORDS REQUEST FORM**

The Town of Dunstable provides this form to assist the public in making a request for public records. Use of this form is optional, and it is offered only as a convenience to the public. Any request for public records, whether oral, written on this form, or written in some other format, will be acknowledged and replied to as per law.

Date of the request: \_\_\_\_\_

Contract information:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

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

Description of records requested. Please be as specific as possible. Use additional sheets, if needed. If you are unsure of what records may exist, please call (978) 649-4514 ext. 224.

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**For office use only.**

Date received: \_\_\_\_\_ Date responded: \_\_\_\_\_

RAO: \_\_\_\_\_ Describe response: \_\_\_\_\_

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