



Public Records Request Form

A public record is information created or received while transacting the public business by any agency of the North Carolina government or its subdivisions. North Carolina's public records law, enacted in 1935, is one of the most open public records laws in the United States. The law provides a very broad definition of what is a public record and stipulates that anyone can request a public record for any reason. It also affirms that public records and public information are property of the people.

NC General Statute Chapter 32: Public Records

Full Name	
Phone	
Email	
Address	

Requested Information:

(Please be as specific as possible. Any additional information, such as dates, locations, buildings, premises, topics, departments, associated people, etc. will help us locate your requested record. The town may ask questions to fully understand the request.)

- If more room is needed, please use the back of this page -

How would you prefer to receive your completed public record request:

☐ Email ☐ US Mail ☐ Review in person ☐ Pick up at Town Hall

I understand that costs may apply, I agree. ☐ Yes ☐ No

Forms should be submitted to the Town Clerk's Office located at Oakboro Town Hall, 109 N Main Street, Oakboro, NC 28129 or email the completed form to lmurray@oakboro.com

We will complete your request in a timely manner.