



# Arrowhead Regional Development Commission DATA PRACTICES REQUEST FORM

**Please Note:** This form is to be used to request data practices information from the Arrowhead Regional Development Commission. It is not to be used to request data from other agencies. The information requested should be specific and clearly defined. The request should be submitted to the Data Practices Officer, Arrowhead Regional Development Commission, 1000 North Main Street, Grand Rapids, MN 55743. For more information, please contact the Data Practices Officer at (218) 837-1234 or email at [redacted].

**Sections 1-6 to be completed by REQUESTER – please print clearly**

**1. Requester's name** \*Ncu'pco g.'hktu'pco g.'o kf f rg'lpkkn#"

**2. Date of request**

**3. Phone Number** \*K' {qw'y qwf 'rkn'wu'v'ecm' {qw'y j gp" f cv'ku'tgcf {+"  
aaaaaaaaaaaaaaaaaaaaaaaaaaaa"

**4. Address** \*Y j gtg' {qw'y cpv'v'j g'lphto cvkp'ugpv'qt'xkgy gf +"

**5. Description of the information requested**

**6. Requester's signature** \_\_\_\_\_

\*\*\*\*\*Qpn' kh'pggf gf 'v' r tqxkf g'kf gpv'v' +"

**Date:** \_\_\_\_\_

**Comments:**

**Note:** [ qw'o c { 'dg'ej cti gf 'c' hgg' hqt 'v' j g'cewcn'equu'qh'o cnp' i 'eqr kgu'cpf lqt'eqo r kkp' i 'v' j g'lphto cvkp'tgs wguv'gf 0

**Sections 7-12 to be completed by DATA PRACTICES OFFICER or  
DATA PRACTICES DESIGNEE**

**7. Name of the person responding to request**

**8. The information requested is classified as:**

- "Rwdrl" "P qpr wdrle", "
- "Rtkxcvg", "Rtqvevgf "P qpr wdrle", "
- "Eqphkfpvkn", "Gzr rlp'lp'%2

**9. Request is:**

- "Cr r txxgf "
- "F gplgf "
- "Cr r txxgf 'lp'r ctv

**10. Remarks / comments** \*h'tgs wguvgf 'f cvc'ku'ercuuklgf "uq'cu'vq'f gp{ 'ceegu'vq'vj g'tgs wguvgf0" **Attach copy of letter to requester which cites statutory or legal authority.** Cnuq"gpvgt"cp{ "qyj gt'tgo ctmu" qt"eqo o gpv'u'y cv'tg"cr r tqr tkcv0'

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**11. Fees assessed** \*Rngcug'dtgcmlf qy p'hgu'ur gekklemf 0" Vqvcn'co qwpv'f wg<"&aaaaaaaaaaaaaaaaaaaaaaaaaaaa"

"

Co qwpv'r ckf <"&aaaaaaaaaaaaaaaaaaaaaaaaaaaa"

"

F cvg'Tgegxgf <"&aaaaaaaaaaaaaaaaaaaaaaaaaaaa ""Tgegxgf "d{ <aaaaaaaaaaaaaaaaaaaaaaaaaaaa"

"

**Comments:**

**12. Signature, title and phone number of ARDC employee completing sections 7-12**

Uki pcwtg<aa"

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Vkrg<"&aaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaa "Rj qpg<aaaaaaaaaaaaaaaaaaaaaaaaaaaa"

"

F cvg'hqto "F cvg'lp'hqto cvkqp"

eqo r rgygf ""aaaaaaaaaaaaaaaaaaaaaaaaaaaa ""r tqxkf gf "qt'o ckrgf "aaaaaaaaaaaaaaaaaaaaaa"

"

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