



Town of Southwest Ranches

13400 Griffin Road
Southwest Ranches, Florida 33330
(954)434-0008 Tel
(954)434-1490 Fax

Records Request Form

Requests are completed in accordance with the provisions of Chapters 119 and 257 of the Florida Statutes.

DATE: _____

NAME: _____

COMPANY: _____

ADDRESS: _____

PHONE: _____

FAX: _____

E-MAIL: _____

REQUEST: _____

******* FOR OFFICE USE ONLY *******

DATE REQUEST WAS RECEIVED: _____

PERSON WHO RECEIVED THE REQUEST: _____

NUMBER OF COPIES: _____ PAPER COPY: _____ CD: _____

DATE REQUEST WAS COMPLETED: _____

PERSON WHO COMPLETED THE REQUEST: _____