

PUBLIC RECORD REQUEST RESPONSE FORM (FORM PR-1)

Thank you for your recent public record request. The Morrow County _____ office will respond in accordance to the applicable provisions of the Ohio Public Records Act.

On _____, you requested the following records/information:

The record/information requested:

Legal Authority Cited
(if applicable)

- Is not maintained by this office
(office will attempt to direct requester to correct office)
- Is overly ambiguous *(despite efforts to clarify)*.
- Does not exist and/or no obligation to create.
- Has been disposed pursuant to One Time Records Disposal or pursuant to Retention Schedule.
- Is not subject to release in its entirety
- Is subject to release, however the following redactions have been made to protect exempted information (149.43 (B)(1)-(3)):

ORC 149.43 (B)(2)

ORC 149.40

RC-2

Redaction

Legal Authority Cited

Prepared by: _____ Date: _____

If applicable, Legal Review by: _____ Date: _____

OFFICE USE ONLY:

Requested Information Released by: _____

Received By: _____

Signature

Date