

**CITY OF JASPER**  
**DATA REQUEST FORM**  
*Minnesota Government Data Practices*

City of Jasper | 105 Wall ST E | PO Box 277 | Jasper, Minnesota | 56144  
Phone: (507) 348-3701 | Email: [office@cityofjaspermn.com](mailto:office@cityofjaspermn.com) Webpage: [cityofjasper.com](http://cityofjasper.com)

A. To Be Completed by Requester

REQUESTER NAME (Last, First, MI):	DATE:
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ADDRESS (STREET, CITY, STATE, ZIP CODE):	PHONE NUMBER AND EMAIL ADDRESS:
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DESCRIPTION OF THE INFORMATION REQUESTED: (attach additional sheets in necessary) Please be specific – include dates if applicable, type of information, subject matter, etc.
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I AM REQUESTING ACCESS TO DATA IN THE FOLLOWING WAY (CHECK ALL THAT APPLY):	
<input type="checkbox"/> Inspect Copies at City Hall	<input type="checkbox"/> Fax Copies
<input type="checkbox"/> Paper Copies (To pick up)	<input type="checkbox"/> Email Copies
<input type="checkbox"/> Paper Copies (To be mailed)	<input type="checkbox"/> Other Format, describe:

***\*Please note that fees may be required to obtain copies.***

SIGNATURE OF REQUESTER:
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Please sign and date this form and submit  
to: Trinidad Garcia City Clerk/Treasurer  
105 Wall Street E  
P.O. Box 277  
Jasper, Minnesota 56144