



# City of Robbinsdale

4100 Lakeview Avenue North  
Robbinsdale, MN 55422  
Phone (763) 531-1268 Fax (763) 537-7344

Information Requests can also be emailed directly to:  
[permits@ci.robbinsdale.mn.us](mailto:permits@ci.robbinsdale.mn.us)

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## INFORMATION DISCLOSURE REQUEST

Minnesota Government Data Practices Act, Chapter 13.03

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**DATE:** \_\_\_\_\_

**NAME OF REQUESTOR:** \_\_\_\_\_

**REQUESTOR'S ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_

**REQUESTOR'S DAYTIME PHONE NO.:** \_\_\_\_\_

**EMAIL** (print clearly): \_\_\_\_\_

(if an email address is provided, there *may* not be a copying fee and the request for information *may* be processed more quickly).

**PROPERTY ADDRESS** (if applicable): \_\_\_\_\_

**INFORMATION REQUESTED** (please be specific and print clearly):

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**PLEASE NOTE:** Pursuant to Section 13.03, you will be required to pay the actual cost of making, certifying and compiling copies. When possible, information will be provided upon request or supplied to you by email. However, the City reserves the right to take up to 5 business days to process the request in accordance with Minnesota State Law.

Requestor's Signature \_\_\_\_\_ Print Name \_\_\_\_\_

**FOR OFFICE USE, only;**

DEPARTMENT: \_\_\_\_\_ REQUEST HANDLED BY: \_\_\_\_\_

CHARGES: \$ \_\_\_\_\_ (CHECK \_\_\_\_\_ CASH \_\_\_\_\_ CHARGE \_\_\_\_\_)

**DATA CLASSIFICATION:** \_\_\_\_\_ Public (Data on Individual)

\_\_\_\_\_ Private (Data on Individual) \_\_\_\_\_ Public (Data NOT on Individual)

\_\_\_\_\_ Confidential (Data on Individual) \_\_\_\_\_ Non-Public (Data NOT on Individual)

REQUEST APPROVED \_\_\_\_\_ REQUEST DENIED \_\_\_\_\_

\_\_\_\_\_  
Tom Marshall; City Clerk