



Smithville, Missouri Records Request

This is a request for records maintained by the City of Smithville. These records may fall under [Missouri Revised Statutes](#), Chapter 610 (the Missouri “Sunshine Law”). It is possible that these records or portions of them may not be open records under Missouri State Statutes and not available for release in part or whole.

Fields marked with an asterisk (*) are required.

Contact Information

* Name: _____

* Address: _____

* City, State, Zip Code: _____

* Phone Number(s): _____

E-mail Address: _____

Record Details

- I request that you make available to me the following records:

Describe the records *as specifically* as possible. Use case numbers, if you have them, or relevant names or incident titles or inclusive dates. If you know the subject matter of the records but do not have additional information, describe what criteria/parameters you have.

If you believe your request serves the public interest, and is not for personal or commercial interest, you may ask that any fees be waived. Publication to a news journal, paper, or television broadcast does not necessarily mean a waiver of fees. Detail below reasoning for such waiver:

Please let me know in advance of any search, copying fees, or programming production that will exceed \$ _____* (insert what you are willing to pay without additional information about the documents.)

You will receive a response within three business days from the receipt of this request. Records requests are not received on holidays or weekends.