

**CITY OF FARMINGTON HILLS  
DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT**

**REQUEST FOR INFORMATION**

DATE INFORMATION REQUESTED: \_\_\_\_\_ FEE: \_\_\_\_\_

**PLEASE PRINT INFORMATION CLEARLY**

NAME/COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

DESCRIPTION OF INFORMATION REQUESTED:

DIVISION/OFFICE: \_\_\_\_\_

File/Permit # \_\_\_\_\_ Sidwell # \_\_\_\_\_

Name of Project: \_\_\_\_\_

Address: \_\_\_\_\_

Information/Correspondence Requested: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**THE DEPARTMENT WILL NOTIFY YOU WHEN THE INFORMATION IS READY FOR PICKUP. THANK YOU FOR YOUR COOPERATION.**

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**Staff Use Only**

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Referred to: \_\_\_\_\_ Date: \_\_\_\_\_

**Data Ready**

Notified by: \_\_\_\_\_ Date: \_\_\_\_\_

**Time Spent:** \_\_\_\_\_ **Method of Data Retrieval:** \_\_\_\_\_

\_\_\_\_\_