



Data Request Form – Members of the Public

Document Purpose

This form is used to process requests for public data. Use of the form is not required, but is recommended in order for the Lac qui Parle-Yellow Bank Watershed District to respond to requests timely and accurately. For more information, please refer to the Lac qui Parle-Yellow Bank Watershed Data Request Policy.

I am requesting access to data in the following way:

_____ Inspection – Inspection is free and may be done during normal business hours.

_____ Copies – There may be a cost for copies of data. The Watershed may require you to pre-pay for copies.

_____ Electronic - There may be a cost to send data electronically. The Watershed may require you to pre-pay for electronic copies.

This is the data I am requesting:

Describe the data you are requesting. Be as specific as possible (i.e. dates, types, names, projects, etc.)

Name of Requestor: _____ Date of Request: _____

Mailing Address: _____

Phone Number: _____ Email address: _____

You are not legally required to provide contact information; however, if you want us to mail/email you copies of data, we will need your contact information. In addition, providing contact information may help us process your request. If we do not understand your request and need to get clarification from you, we will not be able to begin processing your request until you contact us.