



# CITY OF BAYOU LA BATRE

13785 South Wintzell Avenue  
Bayou La Batre, Alabama 36509-2408

## PUBLIC RECORD REQUEST

TO: The City Clerk of the City of Bayou La Batre, Alabama

The undersigned wishes to examine the following public records of the City of Bayou La Batre

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The purpose of this examination is: \_\_\_\_\_

I recognize that the City of Bayou La Batre must provide security of public records and must make available an employee of the city during the examination of such records. I understand there is a charge for requested copies as set forth in the schedule below and I agree to pay the fee for the copies.

Signature \_\_\_\_\_

Name Printed \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

Phone number \_\_\_\_\_

Date copies received/records examined \_\_\_\_\_

## RESPONSE TO PUBLIC RECORD REQUEST

Request Approved/Denied: \_\_\_\_\_

By: \_\_\_\_\_

Comments: \_\_\_\_\_

## RECORD OF PUBLIC RECORDS COPIED AND RELEASED

Number of copies received \_\_\_\_\_

Cost \$ \_\_\_\_\_

Receipt # \_\_\_\_\_

Description of copies received: \_\_\_\_\_

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Remit to: The City of Bayou La Batre  
Attn: City Clerk  
13785 S. Wintzell Avenue  
Bayou La Batre, AL 36509  
Telephone: 251-824-2171

Copies provided by \_\_\_\_\_

\_\_\_\_\_ Title

Cost of Copies are \$0.25 Cents per page

Enclose a self-addressed stamped envelope if copies are to be mailed.

Tel: 251-824-2171

Fax 251-824-7434

email: cityclerk@cityofbayoulabatre.com

"Seafood Capital of Alabama"