



City of Rockford
6031 Main Street
Rockford, MN 55373
(763) 477-6565/fax (763) 477-4393

Request Data Information Form

Please provide the following information and or documents:

The City of Rockford has adopted the Minnesota Records Retention Schedule and maintains records accordingly. If the data you are requesting is listed as Private per the Records Retention Schedule, staff will not provide that information to you. However, if part of a document has private data staff will block out the private data.

Staff will have at least five (5) business days to provide this information.

The City of Rockford charges a fee for all copies made, with the exception of city council minutes for taxpayers. These fees are set annually by the city council which is attached for your review.

You will be required to pay for any copies made, staff time and postage if required. By signing this form below you agree to pay the city for the cost of providing the data requested.

Name of Applicant: _____

Address: _____

Phone: _____

Email address: _____

Signature: _____

Date: _____

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