

Data Request Form – Public Data

Lower Rum River Watershed Management Organization

Date of request: _____

I am requesting access to data in the following way:

Inspection Copies Both inspection and copies

These are the data I am requesting:

Note: Describe the data you are requesting as specifically as possible. If you need more space, please use the back of this form.

Contact Information

Name: _____

Address: _____

Phone number: _____

Email address: _____

You do not have to provide any of the above contact information. However, if you want us to mail you copies of data, we will need some type of contact information. In addition, if we do not understand your request and need to get clarification from you, without contact information we will not be able to begin processing your request until you contact us.

The LRRWMO will respond to your request as soon as reasonably possible.

Data Request Form – Subject Data

Lower Rum River Watershed Management Organization

Date of Request: _____

Data subject name: _____

Parent/guardian name (if applicable): _____

Phone number/ email address: _____

To request data as a data subject, you must provide proof of identity.

I am requesting access to data in the following way:

Inspection Copies Both inspection and copies

These are the data I am requesting:

Note: Describe the data you are requesting as specifically as possible. If you need more space, please use the back of this form.

We will respond to your request within 10 business days.

To be completed by staff member responding to data request:

Identity confirmed:

Staff name:

Date:

The following constitute proof of identity:

- An adult individual must provide a valid photo ID, such as
 - a driver's license
 - a state-issued ID
 - a tribal ID
 - a military ID
 - a passport
 - the foreign equivalent of any of the above
- A minor individual must provide a valid photo ID, such as
 - all of the above forms of ID
 - school/student ID
- The parent or guardian of a minor must provide a valid photo ID and either
 - a certified copy of the minor's birth certificate or
 - a certified copy of documents that establish the parent or guardian's relationship to the child, such as
 - a court order relating to divorce, separation, custody, foster care
 - a foster care contract
 - an affidavit of parentage
- The legal guardian for an individual must provide a valid photo ID and a certified copy of appropriate documentation of formal or informal appointment as guardian, such as
 - court order(s)
 - valid power of attorney

Note: Individuals who do not inspect data or pick up copies of data in person may be required to provide either notarized or certified copies of the documents that are required or an affidavit of ID.