



Commissioners of Leonardtown

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DANIEL W. BURRIS
Mayor

LASCHELLE E. McKAY
Town Administrator

RELEASE OF INFORMATION

Date: _____

Name of Person/Organization Making the Request: _____

Address: _____

Telephone Numbers: _____

Work

Cell

Email: _____

PROJECT NAME: _____

TAX MAP: _____

PARCEL #: _____

ADDRESS OF PROPERTY: _____

CASE FILE NUMBER:

FILE REVIEWED: Yes ___ No ___

List of Documents Requested:

*.10 cents is charged per page
per copy (8.5" x 11")*

*\$3.00 is charged per page per
copy (18" x 24")*

*\$5.00 is charged per page per
copy (24" x 36")*

(Outside printing service may be required for 24" x 35 sheets which could include additional fees)

Amount of Fees Paid: \$ _____

Signature: _____

Date: _____

(To Be Completed by Town Staff Only)

The file identified above was reviewed on _____ and the information requested was released to the above.

Signature

Date

Email to: Leonardtwn.commissioners@leonardtwnmd.gov