



LOCAL EMERGENCY PLANNING COMMITTEE
 1101 Carmichael Road, Hudson, WI 54016
 Phone: (715) 386-4751 Fax: (715) 386-4720
 Visit us on the web at: www.sccwi.us/sccsc

LEPC INFORMATION REQUEST FORM

Public requests for information will be released only after payment has been received. Fees are .25 per page with a minimum of \$1.00. Requests may be delivered to the Emergency Support Services office or e-mailed to the Coordinator of Information for the St. Croix County LEPC (Casey Swetlik) or the Emergency Management Coordinator (Kristen Sailer).

Make check payable to: **St. Croix County Treasurer**
 Mail to: ESS DEPT, 1101 Carmichael Road, Hudson WI 54016

DATE OF REQUEST: _____

NAME OF FACILITY: _____

ADDRESS OF FACILITY: _____

INFORMATION REQUESTED: _____

REQUESTER NAME: _____

REQUESTER ADDRESS: _____

REQUESTER PHONE: _____

The rights of any person who requests inspection or copies of a record or information from a record are governed by provision and guidelines of Section 324, SARA\Title III; WI Stats. 19.35; and local Ordinances.

The legal custodian shall provide any person who is authorized to inspect or copy a record\information which appears in written form pursuant to Section 19.35(1)(b), WI Stats.; or any person who is authorized to and requests permission to photograph a record the form of which does not permit copying pursuant to Section 19.35(1)(f), WI Stats., and with facilities comparable to those used by its employees; to inspect, copy and abstract the record during the established office hours. Provided the request is in written form and conforms to other provisions of Section 324 SARA\Title III, not specifically mentioned here. The legal custodian is not required by this subsection to purchase, rent, or lease photocopying, duplicating photographic, or other equipment or to provide a separate room for inspection, copying, or abstracting or records.

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