

## REQUEST FOR INFORMATION

The following details are necessary for any information requested from the City of Muncie, IN. Inquiries for information of properties, on permits, violations, etc.

Date of request: \_\_\_\_\_ Requested by: \_\_\_\_\_

**Specific Information**

Requested: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please allow adequate time for our personnel to gather the data you need. This may vary from hours to days depending on our workload and the difficulty of obtaining the information.

There is a \$35.00 fee due to City Ordinance # Section 152.35 (A)(1)(c)

Make check payable to City of Muncie  
If mailing, mail to: Building Commissioner's Office  
300 N. High St.  
Muncie, IN 47305

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Completed on: \_\_\_\_\_

\_\_\_ Will pick up

\_\_\_ Want mailed, if so to \_\_\_\_\_

