



Huron County Board of Mental Health and Addiction Services

2 Oak Street • Norwalk, Ohio 44857 • 419-681-6268

Any person can make a request for public records by asking a public office or person responsible for public records for specific, existing records. The requester may make a request in any manner the requester chooses: by phone (419-681-6268), by email (director@huroncountymhas.org), in person, or letter. The requester must identify the records he or she is seeking with reasonable clarity, so that our office can identify responsive records based on the manner in which it ordinarily maintains and accesses the public records it keeps.

Date of request:

Requesters name (optional):

Address (required for mail):

City:

State:

Zip:

Phone (optional):

Email (optional):

Description of records requested (agendas, minutes, budgets, etc.) – add additional pages if more space is needed:

Records format preferred (paper, electronic, etc.):

Records received method (in person, via email, standard mail, etc.):