



REQUEST FOR PUBLIC RECORDS

CHEROKEE COUNTY HEALTH DEPARTMENT
228 HILTON STREET, MURPHY, NC 28906
PHONE 828-835-3853.....FAX 828-835-7854

I am requesting the following records under N.C. General Statute 132 (The North Carolina Open Records Act):

Please specify all records and information requested. We need Name of the person/persons the permit was issued in, original owner of the property, approximate year permit was issued. If the property is in a subdivision, we must have Subdivision Name, Lot Number and the Name of person the permit was issued to, approximate year permit was issued. Any other names that you can find will be very helpful to us in locating your property.

Please note that there are some exceptions to the state's public records law. For example, most medical information maintained by the health department is not considered public record under G.S. 130A-12.

There will be a charge of .10 cents per page of each document provided. An additional cost may be charged for time/labor for extensive record searches.

REQUESTOR'S INFORMATION

(Not Required)

(Please provide the following if you want documents mailed to you.)

NAME: _____

ADDRESS: _____

PHONE NUMBERS: _____
(Cell, home, work, fax)

DATE: _____

For Office Reference

Reason Records may be denied or unavailable _____

Released Date and By: _____