

Environmental Health Record Request

NOTE: Use this form only if:

- Requesting records for **one** property, parcel, or business; and
- You are the owner, or authorized contractor or realtor for the property or business

Requests for records related to multiple-properties or locations, or complaints, must be submitted on the FOIA Request Form available at www.dhd10.org/business/foia/ or at any District Health Department #10 office.

Requestor Please type or print

Name	Check if: Owner or Owner Authorized Contractor Realtor Agent		
Firm/Organization	Phone	Fax	
Street	Email		
City	State	Zip	

Delivery Method

Will Pick Up
 Mail to address above
 Email to address above
 Fax to number above

Environmental Health Records Requested - one property/parcel only

REQUIRED INFORMATION	Parcel #	Township	Section	County
	Street Address			City

Additional Information Describe record(s) requested as specifically as possible

Requestor's Signature	Date
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Only complete forms with all information necessary to identify and locate the requested records will be accepted and processed.
Fulfilling record requests will occur as time permits and may take up to five (5) business days.

Office Use Keep original and provide copy of completed form to Requestor upon request at no charge

Date Received	Response Due	Received Via			
Release Date	No. Pages	Email	Fax	Mail	Other
Released By (signature)		Notes			

District Health Department #10 Offices

CRAWFORD COUNTY 501 Norway Street, Ste #1 Grayling, MI 49738 (989) 348-7800 ehcrawfordcounty@dhd10.org	KALKASKA COUNTY 625 Courthouse Drive Kalkaska, MI 49646 (231) 258-8669 ehkalkaskacounty@dhd10.org	LAKE COUNTY 5681 S. M-37 Baldwin, MI 49304 (231) 745-4663 ehlakecounty@dhd10.org	MANISTEE COUNTY 385 Third Street Manistee, MI 49660 (231) 723-3595 ehmanisteecounty@dhd10.org	MASON COUNTY 916 Diana Street Ludington, MI 49431 (231) 845-7381 ehmasoncounty@dhd10.org
MECOSTA COUNTY 4485 Northland Drive Big Rapids, MI 49307 (231) 592-0130 ehmecostacounty@dhd10	MISSAUKEE COUNTY 6180 W. Sanborn Road, Ste #1 Lake City, MI 49651 (231) 839-7167 ehmissaukeecounty@dhd10.org	NEWAYGO COUNTY PO Box 850, 1049 Newell St White Cloud, MI 49349 (231) 689-7300 ehnewaygocounty@dhd10.org	OCEANA COUNTY 3986 N. Oceana Drive Hart, MI 49420 (231) 873-2193 ehocEANacounty@dhd10.org	WEXFORD COUNTY 521 Cobb Street Cadillac, MI 49601 (231) 775-9942 ehwexfordcounty@dhd10.org