

COUNTY OF SUMMIT, OHIO

Ilene Shapiro, Executive

Building Standards Division · buildingstandards.summitoh.net

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Date: _____ Requestor Name: _____

Request to Copy and/or Review Documents

Voluntary – You are not required to complete this form however, it is requested in order to provide you with the documents accurately and promptly.

Project Address: _____

City / Township / Village: _____ Zip Code: _____

Please list all documents you wish to review and/or copy regarding the above listed project address:

1. _____
2. _____
3. _____
4. _____
5. _____

(Use the back of form if additional space is required)

If the requested documents are not readily available, indicate alternate method of delivery:

E-Mail: _____

Fax: _____ Phone Number: _____

Pick-up US Mailing Address: _____

City / Township / Village: _____ Zip Code: _____

Note: Pre-payment is required for all copying and postage fees.