The City of Hiawassee has specified that all written requests for public records goes to a records custodian [§ 50-18-71 (b) (1) (B)]. The custodian designated for the City of Hiawassee is the City of Hiawassee City Clerk.

To request any City Record as defined under state law, please complete the following information and email to clerk@hiawasseega.gov. In lieu of completing this form, please call the City Clerk at 706-896-2202.

Date: ________________________________

Name of Requesting Party: ____________________________________________

Mailing Address of Requesting Party: __________________________________

Email of Requesting Party: ____________________________________________

Telephone Number of Requesting Party: _________________________________

Preference for receipt of Records: (i.e.: email, regular mail, pickup) ________

Specific Description of the Records Sought:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________