Public Records Request Form

Please Print Clearly

Date:
Requester's Name:
Company:
Address:
City/State/Zip:
Telephone No.:
Fax No.:

The ADAMH provides this form to manage the public records request process more efficiently, and to help avoid delays and confusion. The availability of public records is not limited by or conditioned on completion of this form. A written request for records is not mandatory, and you may decline to identify yourself. If you do not want to make a written request, or do not want to reveal your identity, please call the Public Information Officer at (740)773-2283. If you choose to use this form, please provide specific details about what you want, including time frame, locations, etc. (if applicable). You may write on the back of this form if necessary. Thank you.

Please send form to: Melinda Sheets, Public Information Officer, Paint Valley ADAMH Board
394 Chestnut Street, Chillicothe, OH 45601
Phone No. (740) 773-2283– Fax No. (740) 773-2770 – contactus@pvadamh.org