

County of Moore Planning and Inspections



Inspections/Permitting: (910) 947-2221
Planning: (910) 947-5010
Fax: (910) 947-1303

Information Request Form

Name: _____ Date _____

Email Address: _____ Contact Number: _____

Street Address _____

City _____ State _____ Zip _____

Please list the information you are requesting:

Are you requesting copies of the documents? YES NO

Please Note:

1. Copies of public documents are available at a fee as shown in the Moore County fee schedule.
2. The information requested will be furnished for review in the presence of department staff, as staff time permits, during normal working hours.
3. Public access to file storage is prohibited.
4. Documents provided for review may not be removed, altered or destroyed. (Does not apply to copies provided to customer)
5. Documents provided for review shall be returned in the same condition and order as they were originally provided. (Does not apply to copies provided to customer)

Signature of Person Requesting Information

Date

FOR DEPARTMENT USE ONLY

Information Request: Approved Disapproved

Reason for disapproval: _____

Processed By: _____ Date: _____

Date Information Provided: _____