



VILLAGE OF PALMETTO BAY
9705 E. HIBISCUS STREET
PALMETTO BAY, FLORIDA 33157
(305) 259-1234 Fax: (305) 259-1290

Approved
Edward Silva, Village Manager
Date

REQUEST FOR PUBLIC RECORDS

Requests are filled in accordance with the provisions of Chapters 119 and 257, Florida Statutes.

DATE: 10-8-18
NAME: Michelle Perry
COMPANY: _____
ADDRESS: _____
PHONE: 978-660-8215 FAX: _____
EMAIL: mperry@bbpria.com

REQUEST (Attach additional page, if necessary): Copies of the following documents:

Copy of 2017/2018 insurance policy (all lines of coverage) -
2018/2019 insurance renewal.
*Please see attached on-line request.

FOR USE BY VILLAGE STAFF ONLY TRACKING NO.: 2018-337
DATE FORWARDED: 10-9-18 ASSIGNED DEPT: Finance
DATE REQUEST FILLED: _____ NUMBER OF COPIES: _____
ESTIMATED TIME (IF APPLICABLE): _____ ESTIMATED COST: _____
HOW WAS REQUEST FILLED? _____
IF NOT FILLED, REASON: _____
BY: _____

From: noreply@civicplus.com
Sent: Monday, October 08, 2018 12:02 PM
To: Missy Arocha; Melissa Dodge
Subject: Online Form Submittal: Public Records Requests

Public Records Requests

PUBLIC RECORDS [Public Records Policy](#)
REQUEST FORM

Date	10/8/2018
Name	Michelle Perry
Company	<i>Field not completed.</i>
Phone Number	9786608215
Email Address	mperry@bbpria.com
Address	<i>Field not completed.</i>
Preferred Delivery Method	Electronic (via email- email address required)
Are you a member of the media?	<i>Field not completed.</i>
Public Record Request(s):	At your convenience I would like a copy of -2017/2018 insurance policy (all lines of coverage) -2018/2019 insurance renewal Thank you

Thank You
Please note that there may be a fee associated with your request depending on the extent of the information being requested. If so, the Office of the Village Clerk will contact you about any associated fees. If you have any further questions, please email Village Clerk Arocha at marocha@palmettobay-fl.gov

Email not displaying correctly? [View it in your browser.](#)