



PUBLIC RECORDS REQUEST

In accordance with N.C. Gen. Stat. §132-1(a), the North Carolina State Ports Authority will provide upon request applicable public records. Please complete this form and return it to:

Elly Kane
Communications Manager
2202 Burnett Blvd.
Wilmington, NC 28401
elly.kane@ncports.com

All public records requests must be accompanied by this form. In order to quickly and accurately respond to the request, please be as specific as possible in describing desired records. We will respond to your request as promptly as possible.

Name of Requestor

\_\_\_\_\_

Mailing Address

\_\_\_\_\_
\_\_\_\_\_

Email

\_\_\_\_\_

Telephone

\_\_\_\_\_

Records requested

\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

Type of record requested (ex.: email, fax, presentations, etc.)

\_\_\_\_\_

Time period of records requested

\_\_\_\_\_

Requestor's signature

\_\_\_\_\_

Date received

Assigned to

Date closed