



HENDRICKS COUNTY COMMUNITY CORRECTIONS

200 East Campus Blvd.
Danville, IN 46122

Phone: (317) 745-8700
Fax: (317) 745-8732

Bridgette M. Collins, Director

Request for Public Records

All publicly accessible documentation can be found, free of charge, online at www.co.hendricks.in.us Access the work release department page and click the appropriate hyperlink.

Policy: Hendricks County Community Corrections will provide any and all information permitted under the appropriate sections of Indiana's Access to Public Records Act (IC 5-14-3)

To complete your request thoroughly and quickly, all questions must be answered. There is a 7-10 business day window for completion.

1. Requesting agency or individual:

Name:

Phone:

Street Address:

City:

State:

Zip:

Email Address (If Applicable):

2. Type of information sought:

Annual Report

PREA Report

3. Method of Receipt (include the information necessary to complete the task):

Email

Fax

US Mail

Information will be made available through the Administrative Offices of Hendricks County Community Corrections. Records can be mailed, although government standards for copying fees do apply. (\$1 per page to be pre-paid either electronically (processing fee additional) or with a money order, you may call us to check how many pages your report will be 317-745-8720). If you wish to have the information mailed, please include a self-addressed stamped envelope and a money order made payable to HCWR.

Printed name of requester:

Signature of requester:

Date:

To be completed by HCCC Administrative Office:

Date Request Received:

Date of Response:

Records Available: Yes or No

Records Inspected by:

Name

Title