



# City of Ferndale

## CITIZEN ACTION REQUEST

|  |                        |
|--|------------------------|
| Response Requested? Yes _____ No _____ | Date of Request: _____ |
| Name: _____                            | Home Phone: _____      |
| Address: _____                         | Work Phone: _____      |
| _____                                  | Email: _____           |

*Request Description (Attach additional pages if necessary):*

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*For Office Use Only:*

|                                  |              |                    |
|----------------------------------|--------------|--------------------|
| Referred to: (Person/Department) | Referred By: | Please Respond by: |
| Action Taken:                    |              |                    |
| _____                            |              |                    |
| _____                            |              |                    |
| _____                            |              |                    |
| _____                            |              |                    |

White Copy – File

Yellow Copy – Department Head

Pink Copy - Citizen