Dr. Mindy M. Banfield
Commissioner of Human Services
Chemung County Department of Social Services and Mental Hygiene
425 Pennsylvania Avenue
PO Box 588
Elmira, NY 14902-0588

Patrick Palmer
Director of Economic Security

CHEMUNG COUNTY DEPARTMENT OF SOCIAL SERVICES
INFORMATION REQUEST FORM

I, _____ , am requesting a copy of:
(Print name)

For the time period _____to _____, from my records at the Chemung County Department of Social Services.

My Address is:

_____ _____ _____
(Street)

_____ _____
(City) (State) (Zip)

My Telephone Number is:

_____

☐ Check here if you wish to be called to pick-up items once complete. ID must be presented/verified at pick-up.

_____ _____ _____
Client Signature **Date**

_____ _____
_____

Phone: (607) 737-5302
Fax: (607) 873-1815
ChemungCountyNY.gov

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Worker Signature
**Staff Member Completing Request*

Date
**Date Request Completed*

PHOTO ID MUST BE COPIED/SCANNED OR VERIFIED IN-PERSON BY STAFF

F-698

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