

Rutherford-Polk-McDowell Health District

Environmental Health Records Request Form

**RUTHERFORD COUNTY
ENVIRONMENTAL HEALTH**
221 Callahan Koon Road
Spindale, NC 28160
Phone: 828-287-6317
Fax: 828-287-6479
rutherfordenv@rpmhd.org

**POLK COUNTY
ENVIRONMENTAL HEALTH**
161 Walker Street
Columbus, NC 28722
Phone: 828-894-8004
Fax: 828-894-8678

**McDOWELL COUNTY
ENVIRONMENTAL HEALTH**
408 Spaulding Road
Marion, NC 28752
Phone: 828-652-2921
Fax: 828-652-2019
mcdowellenv@rpmhd.org

General Searches Must Be Requested In Writing At Least Two Weeks Prior To The Requested Search Date.

Property Information: _____ **Date of Request:** _____

1. Original Owner Name: _____

Original Builder Name: _____

2. List All Other Possible Names The Information Could Be Filed Under:

3. Property I.D.# (PIN): _____

4. Road Name: _____

5. Year Home Built: _____

6. Year Septic/Well Installed: _____

7. Subdivision & Lot #: _____

Information On 1 thru 7 **MUST** Be Completed In Order To Perform A Records Search

Please Be Advised That Septic Records Prior To 1970 Are Often Non-Existent.

PLEASE WRITE LEGIBLE

SEND INFORMATION TO:

Name: _____

Email: _____

Phone: _____ Fax: _____

**All Information MUST Be Completed Or A Record Search Cannot Be Performed.
(Incomplete Requests Will Be Returned)**

RECORDS REQUEST SEARCH: Faxed Record Not Found Request Incomplete Emailed

DATE RETURNED: _____

The first copy page of any record request is at no charge. Subsequent copy pages will be charged for according to the current fee schedule.